



ADMINISTRATIVE PROCEDURE

HAIR LENGTH AND SAFETY

2804.2

Procedure No.

July 1, 2008

Date

- I. **PURPOSE:** To provide guidelines pertaining to hair length and safety around moving machinery and processes in which the individual's hair length exposes him or her to personal injury.
- II. **POLICY:** Board of Education Policy 2801 on Safety states that the purpose of the Safety Program is to identify and eliminate recognized safety hazards.
- III. **BACKGROUND:** When students and employees are performing duties in a shop area with moving machinery, there is the ever present danger of their hair becoming entangled in moving machinery. Because it is impractical to remove the hazard completely, it is imperative that both students and employees, in shop areas arrange their hair in such a way as to not cause injury.
- IV. **PROCEDURES:** Students and employees who are working on or around machinery whose hair length may be a source of injury, as determined by the instructor or supervisor of a school employee, may be required by the instructor or supervisor to arrange his or her hair in a safe fashion.
- V. **RELATED PROCEDURES:** Administrative Procedure 2801, Safety Program Responsibilities.
- VI. **MAINTENANCE AND UPDATE OF THESE PROCEDURES:** These procedures will be reviewed annually by the Division of Supporting Services, Administrative Safety Committee.
- VII. **CANCELLATIONS AND SUPERSEDES:** This Administrative Procedure cancels and supersedes Administrative Procedure 2804.2, dated January 6, 1976.
- IX. **EFFECTIVE DATE:** July 1, 2008.

Approved by:
John E. Deasy
Superintendent of Schools

Distribution: Lists 1, 2, 3, 4, 5, 6, 10, and 11