

## Health and Safety Empowerment

Ensuring a safe environment is a collective responsibility, and your well-being is our top priority. Our staff at both the Center and Thrift Shop is trained to assess and manage situations that may arise, providing you with confidence in your volunteer experience.

Key Safety Guideline: Always prioritize your safety by promptly removing yourself from situations that become volatile, or violent and report it immediately to a supervisor. Your well-being is paramount, and you are not expected to place yourself at any elevated risk.

To enhance safety measures, we encourage everyone to contribute to preventing more common incidents, such as tripping, by maintaining a clutter-free and well-organized store layout.

Additionally, here are some friendly reminders:

**Check-in and Check-Out:** Connecting with Sylvia or Nicole at the start and end of your shift is a simple yet crucial practice for safety. In case of an emergency, knowing who is present at the shop is essential.

**Slips, Trips, and Falls:** Keep the shop well-maintained with clear walkways and heavier items placed at reasonable levels.

**Heavy Lifting:** Always ask for assistance when handling heavy or awkward items.

**Customer Assistance/Situational Awareness:** Engage with customers naturally and friendly, showcasing your awareness of their presence. Offering assistance, such as taking their items to checkout to hold when it appears their basket is full, is one way to help avoid an accident and also remove merchandise that could easily be walked off the floor without paying.

**Burglary and Theft:** If you suspect any unlawful activity, avoid engagement. Report the incident to a supervisor immediately and let them address the situation.

**Health:** Prioritize your well-being by refraining from volunteering if you are not feeling well. Remember to wash your hands regularly and sanitize surfaces during downtime.

**Emergency Exits:** Familiarize yourself with the various exits in both buildings. In case of an emergency, evacuate through the closest exit promptly. Check with your supervisor if you are unclear where that exit would be.

**Communication:** Report any incidents involving yourself or customers to a supervisor for proper documentation.

**First Aid Kits:** An accessible first aid kit is located in the drawer near the computer for volunteer check-in/recording hours in the workroom in the large building.

**Emergency Contacts:** Confirm or update your emergency contact information annually to ensure we have the most current details.

**Fire Extinguishers:** 12 fire extinguishers are strategically placed throughout the shop - 5 in the newer building and 7 in the old building. In case of a fire, focus on evacuating safely; you are not expected to operate a fire extinguisher.

**Atrial Fibrillatory Machine:** Our atrial fibrillatory machine is located near the main exit of the workroom in the larger building. Look at the top of the coat armoire next to the refrigerator.

Remember, this guide serves as a general reference.

For those interested in additional training, we have provided resources you can explore. Your dedication to safety is appreciated, and together, we create a secure and welcoming environment for everyone.

### **First Aid, CPR, AED**

Camano Island Fire & Rescue - <https://camanofire.com/resources-public-education/classes-training/>

Red Cross (online classes in WA) <https://www.redcross.org/local/washington/take-a-class/cpr>

### **De-escalation**

De-escalation Resources <https://bridgingdivides.princeton.edu/community-resources/de-escalation-resources>