



Happy Valley District Office
Helen Herd, Superintendent
16300 Cloverdale Rd.
Anderson, CA 96007
(530)357-2134

Happy Valley Primary School
Shelly Craig, Principal
16300 Cloverdale Rd.
Anderson, CA 96007
(530)357-2131 (530)357-2138 Fax

Happy Valley Elementary School
Chris Dell, Principal
17480 Palm Ave.
Anderson, CA 96007
(530)357-2111 (530)357-4193 Fax

Board of Trustees: Carla Perry, Cheryl Frazer, Tim Garman, Rusty Simmons, Stewart Helmer

SAFETY CONCERN/SUGGESTION FORM

Please use this form to report unsafe or uncorrected conditions that could endanger employees or students, or to make a safety or health-related suggestion to the Injury and Illness Prevention Program administrator, Helen Herd.

Do not use this form in lieu of a work order to the Maintenance & Operations Department. Emergency conditions should always be reported immediately to your supervisor. If your supervisor is not available, call the District Office or Robin Barrie at (530) 357-2134 or (530) 357-3178.

You may also report safety concerns/suggestions anonymously by completing this form and delivering to:

Happy Valley Union Elementary School District
District Office
Attn: Helen Herd
16300 Cloverdale Rd. Anderson, CA 96007
(530) 357-2134

Site/School: _____
Today's Date: _____ Date condition identified: _____
Your name (optional) _____
Work/Home/Cell number (optional) _____
Has this condition been previously reported? _____ Yes _____ No _____ Unknown
To Whom: _____
Nature of the concern or suggestion: _____ _____
If a safety concern, where exactly is the hazardous condition or concern? _____ _____
Additional information: _____ _____

Action taken: _____

Date

Signature