

Welcome to our Autumn/Winter issue ... and to our newest recruit Gordon Hastings...

Gordon is a Chartered Safety and Health Practitioner and registered Occupational Safety and Health Consultant who has joined KAHSC to help develop and expand the business in the commercial sector providing clients with health and safety consultancy and training services.

Gordon has over 25 years' experience working locally in health and safety; the last 13 of which were spent at System Training. He started his Health and Safety career working with Kym in the Education Department at Cumbria County Council and then later worked with Helen Blamire for 7 years at Cumbria Contract Services and Cumbria Care at Dalston.

Gordon is an accredited instructor with several health and safety awarding bodies including IOSH, Highfield and CIEH and is able to deliver training in areas such as food safety, COSHH, manual handling and risk assessment as well as a range of other health and safety related topics.

Gordon has already starting working with local businesses to provide health and safety consultancy services and training delivery and is looking forward to developing this side of the business.



Smoking in vehicles ban now in force

On 1 October 2015 it became illegal to smoke in a vehicle with anyone under 18 present. The new law is intended to protect children and young people from these dangers of inhaling second-hand smoke.

It applies to any private vehicles wholly or partly enclosed by a roof (and still applies if windows or sunroofs are open, the air conditioning is on, or the smoker is sitting in the open doorway). It does not apply to convertible cars with the roof completely down.

Both the driver and the smoker will be fined £50. The law applies to every driver in England and Wales, including those aged 17 or those with a provisional driving licence. This law does not apply if the driver is 17 years old, smoking and on their own in the car.



This Issue

'Sharps' disposal

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**Are you
prepared for
Winter?**

Don't forget, now is the time to be preparing yourselves for the winter months. Guidance on winter weather planning can be found in Safety Series G31 on the KAHSC website.

National helpline launched for victims of child sexual exploitation

The 'Say Something' helpline is aimed at young people who may themselves be a victim of Child Sexual Exploitation (CSE) or know someone who is at risk. It is run by the charity Missing People, in association with the National Working Group Network, and is funded by the DfE.

Those who call or text the 24/7 free phone helpline will be offered advice from experienced individuals and, where necessary or requested, access to the police to ensure protection and safeguarding. When critical safeguarding action is required the charity will make immediate contact with the local police.

Police officials are calling for children and young people to be made aware of the helpline's phone and SMS number 116 000. Anyone who is concerned about CSE can also call Cumbria Police on 101, or call Crimestoppers on 0800 555 111.

KAHSC will be running half day courses in relation to Child Sexual Exploitation, Female Genital Mutilation (FGM) and forced marriage. For details see page 8.



KAHSC Website member?

Don't forget – if you change your e-mail address and don't tell us you will stop receiving the weekly document 'Alerts'.

Similarly, if a current user leaves your school/setting be sure to let us know so that they can be removed from our website.

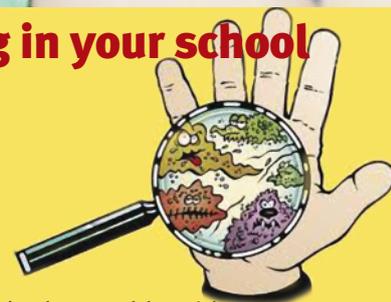
As data controllers we have a statutory duty to keep the data we control up-to-date in the same way that educational settings do. Also when we are not advised that staff have left your employment, they will continue to have access to potentially confidential data through our website unless we are asked to disable it.

If you have any changes to be made to your school's KAHSC Website users please e-mail julie.smithson@kymallanhsc.co.uk or call 01228 210152 to let us know.

Stop Norovirus spreading in your school

Norovirus or 'Winter Vomiting Bug' as it is sometimes known is the most common stomach bug in the UK.

There are a few things that you can do to stop the spread of such a highly contagious bug:



- Ensure that everyone washes their hands thoroughly with soap and water and dries them, ideally with disposable paper towels
- Ensure surfaces are regularly cleaned with a bleach-based cleaner
- Toys should be on a regular cleaning schedule and cleaned with detergent and hot water at least weekly or sooner if visibly dirty
- Clean toys should be stored in designated containers once they're clean and dry
- All spillages of bodily fluids should be dealt with immediately
- All soft furnishings/carpets which come into contact with bodily fluids should be cleaned thoroughly with warm water and detergent
- After an outbreak it's recommended that carpets are steam cleaned.

Guidance on dealing with a Norovirus outbreak is available from the KAHSC website.

Is 'sharps' disposal needlessly costing you a fortune?

The disposal of 'sharps' by licensed incinerators can be a costly business, and schools may be paying for this service unnecessarily. Public Health England (PHE) define the term 'sharps' as 'anything that penetrates the skin and potentially could introduce infection' i.e. anything that is likely to be contaminated with human pathogens. Taken from the latest CLEAPSS Bulletin (Issue 154 Autumn 2015) the below table provides further clarification of what PHE guidance class as a sharp object.

Sharps

- Needles which have been used to penetrate human or animal skin and their attached syringes.
- Scalpel blades that contain organic material other than completely fresh material.
- Lancets used to penetrate the human skin.

Non Sharps

- Broken shards of glass.
- Blades from craft knives.
- Scalpel blades that contain only completely fresh organic material.
- Needles containing no organic material. (*note: these should be made unusable, by bending or breaking before disposal.*)

'Sharps' must be disposed of by licensed incineration only. Those items which do not qualify should be placed in a well-wrapped, stout sided box and placed in a bin directly handled by refuse collectors. If the box is not disposed of immediately and contains scalpel blades with organic material, the box should be sterilised before disposal.

Further guidance on the safe practice of Dissection in school and the disposal of 'sharps' can be found in CLEAPSS Guides G267 and G268.





Vikings at Shap!

Year 3 and 4 children from Shap C of E Primary School ended their Viking topic by burning their Viking Longboat on the lagoon at Hanson's Quarry!

A day the children and staff won't forget in a hurry!

Just goes to show that if risks are managed appropriately anything can be done!

If you have anything happening in your school that you would like to let everyone know about please e-mail Julie on julie.smithson@kymallanhsc.co.uk

Sexting boy's naked selfie recorded as crime by police

Sexting involves sending explicit 'selfies' of yourself to another and is becoming an increasingly common activity amongst young people, with many referring it to "modern day flirting".

Sexting is actually illegal as it is the production and distribution of explicit images of children. Many sexting incidents happen through apps such as Snapchat as there is a perception that the images are only seen for a short length of time and cannot be copied or shared. Snapchat does, however, have a new function that allows an image to be replayed (therefore making it easier to screenshot) as well as people having apps such as SnapHack which automatically copies images received without the senders knowledge.

In a recent news story a 14 year old boy who sent a naked photograph of himself to a girl at school has had the crime of making and distributing indecent images recorded against him. The image was sent using Snapchat, however the girl saved the image to her phone before it was deleted and sent it to others. The names of those allegedly involved - even though not arrested let alone charged or convicted - will be stored on an intelligence system, the Police National Database, for at least 10 years for sex offences, and the details of what happened may be disclosed to future employers.

It is important to make sure that young people are aware of the risks of sexting, and that what they are doing is actually illegal. Engaging in such activities now may have an impact on them in later life.

Star Performers

This issues Star Performers are Walney School, who through their hard work following a KAHSC pre-county audit achieved a very impressive score in their recent LA Health and Safety Audit.



Do your Educational Visits providers hold the LOTC Quality Badge?

The Learning Outside the Classroom (LOtC) Quality Badge is a nationally recognised indicator of good quality provision and effective risk management in Outdoor Education. The Outdoor Education Advisers' Panel (OEAP) recommends that schools use badge holders when arranging their educational visits as the accreditation incorporates existing safety standards for all types of activity and combines learning and safety for all organisations providing learning outside the classroom.



Plan & Deliver LOTC

There are over 1000 providers in the UK who have been awarded the badge including:

- Museums, zoos, historic houses, science centres, theatres and places of worship
- Farms
- Adventurous activity providers
- Natural environment or field study centres
- Study, sports and cultural tours.

If an organisation is displaying the LOTC Quality Badge schools can be assured that their venue has met the required standards, so teachers do not need to carry out their own risk or quality assessments regarding the activities provided.

LOtC Quality Badge holders can be searched for by area or by type, quickly and easily on the LOTC Quality Badge website www.lotcqualitybadge.org.uk

School Swimming

by Vanessa Foster, Cumbria PE Service

Swimming is an important life skill which can save lives. It is also a social activity encouraging people young and old to exercise and is one of the few sports available widely where you can just turn up and take part. The curriculum published in 2014 included swimming as an ever important part of physical education.



The National Curriculum states that:

All schools must provide swimming instruction either in KS1 or KS2

In particular pupils should be taught to:

- Swim competently, confidently and proficiently over a distance of at least 25m
- Use a range of strokes effectively such as front crawl, back stroke and breast stroke
- Perform safe self-rescue in different water based situations

Of course this is a bare minimum and most pupils will be able to progress to swimming a much greater distance. Many pupils learn to swim in lessons before they start school but for those that don't the school swimming lessons are vital.

Earlier this year the Amateur Swimming Association (ASA) released the findings from its 3rd school swimming census. Although the statistics showed an improvement in the two years since the last report, 45% of all pupils leaving KS2 could still not swim the required 25m. The average number of swimming lessons a child receives at school is 18, equating to 10 hours. This falls far short of the ASA recommendation of 25 hours to ensure a child has sufficient opportunity to learn to swim.

In Cumbria, schools travel to a variety of pools to deliver swimming including local authority owned and private pools such as hotels. In most cases schools buy in the expertise of a swimming coach and life guard however in some smaller privately run pools this isn't always possible.

If you do buy in coaches are you and your staff fully aware of your roles and responsibilities?

Roles and responsibilities

Head Teacher/ School – ultimate responsibility for the delivery of the national curriculum. Needs to be satisfied that the staff delivering are competent and qualified to do so, and that a suitable risk assessment has been undertaken.

Class Teacher – has responsibility for the delivery of the national curriculum by either themselves or others. Report to parent on pupil's progress.

Swimming teacher/coach – delivers swimming lessons in line with the National Curriculum.

Required Qualifications

Swimming Teacher – Level 2 ASA / STA coaching qualification in swimming.

Class teacher / Teaching assistant/ parent helper – ASA National Curriculum Teaching Programme is highly recommended though not mandatory if teaching along-side a qualified coach.

Due to the health and safety nature of swimming it would not be wise for a teacher with little or no training in the teaching of swimming to take full responsibility for the delivery of the subject.

Lifeguarding

Most pools can provide lifeguard cover for school swimming. If not teachers and TAs can obtain the minimum requirement which is the RLSS National Rescue Test. The lifeguard cannot teach a group and lifeguard another group. Two individuals, both with lifeguarding qualifications, can each teach a group and lifeguard their own group. If only one has a Lifeguarding qualification they cannot then be the lifeguard for the whole pool.

Courses

ASA National Curriculum Teaching Programme

This course has recently been updated to include on-line learning modules which delegates access in their own time after attending a one day practical course where they go in the water themselves and gain experience of teaching groups of pupils, as well as take part in group discussion during the on-line learning. Delegates then produce a lesson plan which they deliver at an assessment session a week or so later.

RLSS National Rescue Test

1½ day course including assessment on second day. Candidates must be confident in the water although a proficient standard of stroke technique is not required. This is an ideal course for those taking pupils to a hotel pool or private pool.

Cumbria PE Services can provide courses in both teaching and lifeguarding.

Schools or clusters of schools can request a course at a time and venue to suit them. Alternatively open courses are available where demand is sufficient. Contact Vanessa Foster: pe@vanessafoster.com or 07765640619 for more details.

SWIMMING COURSES IN CUMBRIA 2016

TEACHING SWIMMING NCTP

COPELAND (TBC)

28 JANUARY 2016 9.30AM – 3.30PM

CARLISLE (TBC)

10 MAY 2016 9.30AM – 3.30PM

Councils sentenced after child almost drowns at local pool.

Despite having no formal booking, 23 pupils, a teacher and a teaching assistant from Ferryhill Primary School, Aberdeen attended Stonehaven Open Air Pool and were allowed to swim in the pool which water depth ranges from 0.8 m to 2.2 m with a waterslide located at the deep end.

While the pupils were swimming and using the water slide, a member of the public noticed a shadow under the water at the deep end. On further investigation he found a child lying unconscious at the bottom of the pool. The alarm was raised, lifeguards alerted and The 11 year old boy was lifted to the poolside. CPR was successfully administered.

The subsequent HSE investigation found failings in staffing levels and lifeguard positioning at the pool, and in the effective management of educational excursions at the school. Aberdeen City Council (responsible for Ferryhill Primary School) and Aberdeenshire Council (responsible for Stonehaven Open Air Pool) were both found guilty of breaching Section 3 of the Health & Safety at Work Act and ordered to pay fines totalling £13,000.



Myth: A primary school refused to allow parents bring young babies to sit on their laps at the nativity play for 'health & safety' reasons.

Busted: There is no 'health and safety' reason why babies should not attend a school nativity play. It is far more likely that the school made this ruling to prevent them from disturbing the performance.

Product Recalls

Where we become aware that a manufacturer has recalled a piece of equipment which may have been purchased by schools and other settings we will make you aware of the recalls. Full details of the recalls below can be found on the KAHSC website.

Kidde Fire Blankets

Issue: Blankets may not fully extinguish fires and/or may allow the fire to reignite.

Models affected: Potentially affected blankets are 1m² in size and are labelled with brand name 'Kidde' or 'Lifesaver'. The Kitemark Licence Number 35021 is also displayed on the casing.

What to do: This blanket must not be used on any oil pan fires. Return blanket to retailer and Kidde Safety Europe Ltd will arrange for a compliant replacement to be supplied.

iTech USB Mains Adaptor

Issue: Risk of electric shock due to inadequate construction

Models affected: White USB Adaptor with red light and USB Port. Model number: 925019 Bar code: 5025572131513

What to do: Stop using this product immediately. The manufacturer has not provided details of how to exchange this product. It is recommended that you contact the manufacturers as detailed on the packaging.



'Parent Info' service helps parents prepare children for adult life.

The government has launched a new online tool for schools to give parents advice and tips on preparing their children for adult life.

'Parent Info' will provide parents with information around the minefield of issues children face such as self-harm, healthy body image and managing their money in a digital world. Not only does the tool aim to build parents confidence when speaking to their children about sensitive issues, but also to provide pathways they can follow for further support. With 1 in 5 parents admitting they feel ill-equipped to keep their children safe online, Cyberbullying is just one of the topics tackled by 'Parent Info'.

The facility, which will provide regular updated articles on a range of relevant topics, has been tested by a number of schools. Schools can integrate the free 'Parent Info' newsfeed into their websites by simply registering at www.parentinfo.org



This year's Ladder Exchange, began on 1 September and will run until 31 December. Established by the Health and Safety Executive (HSE) in 2007 – and now run and managed by The Ladder Association – the campaign has already resulted in thousands of 'dodgy' ladders being taken out of service.

The Ladder Exchange allows users to exchange old and/or defective ladders for safe new ones – at a discount – at any of the scheme's participating partners located throughout the UK.

It also champions safe ladder use and the need to inspect and maintain ladders at regular intervals in accordance with the regulations.

To find out more and locate a participating hardware store please go to www.ladderexchange.org.uk

In Court....

Boy severs finger in D&T Class – County Council prosecuted

A 14 year old boy from Knaresborough's King James' School needed a finger amputated after it got tangled in a lathe during a D&T lesson. A polishing cloth was being used by hand on a work piece as it rotated on a manual metal lathe. The boy's right hand became entangled and part of his index finger was severed. There were 6 other mini lathes in use by pupils in the same class.

An attempt to reattach the severed finger was unsuccessful and as he is right handed this will affect his dexterity in the future.

An HSE investigation found that North Yorkshire CC had failed to identify that the practice was unsafe. A prohibition notice was served on the Council halting use of all hand held polishing cloths on lathes at the school and advising the authority to take action to prevent similar practices taking place at other schools under its control.

North Yorkshire County Council were found guilty of breaching the Health & Safety at Work Act and ordered to pay £5,000 in fines and £28,287 in costs.

The risk of amputation from using hand-held polishing cloths on metal working lathes is well known and Cumbria Schools should ensure that this is not a practice currently used in DT lessons.

Halifax firm fined after explosion at primary school

A gas servicing firm from Halifax has been prosecuted for safety failings which caused an explosion in the boiler room at Greetland Academy, Halifax. The explosion blew out the boiler house door toward the school playing field. Luckily no pupils were in school at the time although a number of staff were in the building on a training day.

The HSE discovered that despite Marshall Gas Services Ltd. being on site that same day to service three boilers and holding a contract to carry out annual inspections for at least 10 years, boilers showed signs of poor maintenance including excessive rust and debris. Dirty gas injectors were preventing sufficient gas from getting to burners allowing them to be cross-lit. The resulting unburned gas created an explosive atmosphere.

Marshall Gas Services Ltd. was fined £13,000 and ordered to pay £35,699 in costs after admitting to breaching the Health & Safety at Work Act.

Schools should check that the Gas engineers used are registered with "Gas Safe" and have the necessary competency to undertake the work required.

Cleaning contractor suffers spinal injuries after ladder fall

A 59 year old cleaning contractor sustained permanent spinal injuries whilst helping fell a mature sycamore on a school site being cleared for building work. The man was using a chainsaw whilst on an unsecured ladder when he fell.

The HSE found that the man's employer, P&X Complete Cleaning Services had not carried out a risk assessment for the work. There was no safe system of work in place, no ropes were used and the ladder was not secured. There were also members of the public nearby.

Alpha Schools Limited who arranged the work was fined £35,000 and ordered to pay £25,000 in costs after pleading guilty to breaching Section 3 of the Health & Safety at Work Act. It also agreed to pay an ex gratia payment of £50,000 to the injured worker.

The owner of P&X Complete Cleaning Services was given an 18 months prison sentence suspended for 2 years and ordered to pay £2,000 in costs after being found in breach of Regulation 3 of the Management of Health & Safety at Work Regulations 1999.

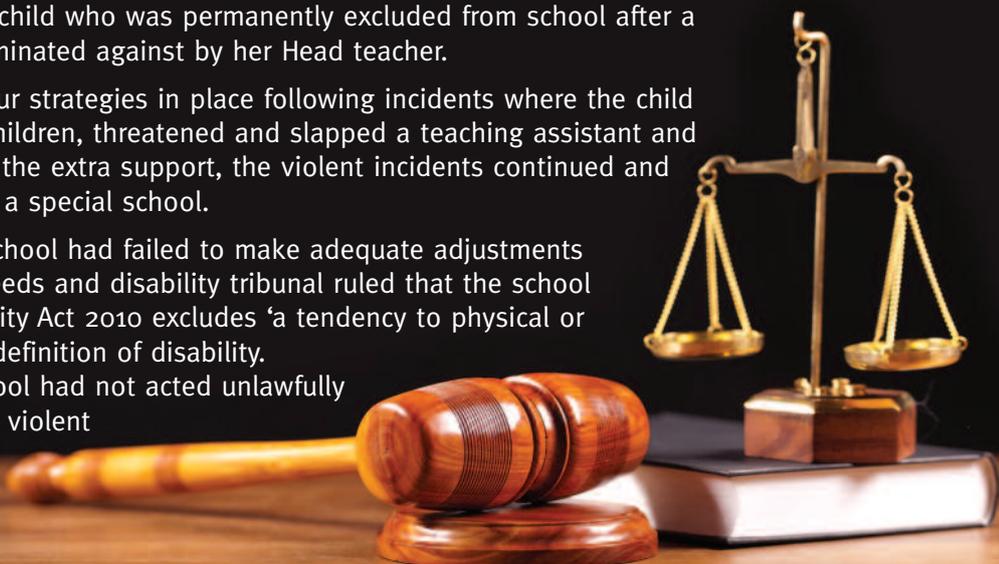
Court rules that violent pupil was not discriminated against under Equality Act

Two tribunals have ruled that an autistic child who was permanently excluded from school after a series of violent incidents was not discriminated against by her Head teacher.

The school had put a number of behaviour strategies in place following incidents where the child had kicked the class teacher and other children, threatened and slapped a teaching assistant and stamped on another child's foot. Despite the extra support, the violent incidents continued and the child was finally withdrawn to attend a special school.

Despite an appeal on grounds that the school had failed to make adequate adjustments and disability discrimination, a special needs and disability tribunal ruled that the school had not been discriminatory as the Equality Act 2010 excludes 'a tendency to physical or sexual abuse of other persons' from the definition of disability.

A further appeal again ruled that the school had not acted unlawfully as action taken was related to the child's violent behaviour and not the underlying condition of autism.





The Driven Employee

The Driven Employee is a Cumbrian based business with a solid track record of working with schools and academies both in and out of County to provide a wide range of Human Resource Consultancy Services.

Our development programmes are designed to ensure that they have an immediate transferrable impact back in the workplace.

Here is how we can work with you...

'The Practical Manager' is a rolling programme delivered over 12 one day workshops. These practical, stand-alone modules are based on 6 key people management topics coupled with 6 modules that focus on individuals' own CPD.

Committing to the 12 modules ensures that managers or aspiring managers build confidence in themselves and in their ability to actually 'manage'! Participants gain skills which are immediately transferrable back into the workplace. By managing what is measurable, cost reduction is supported, productivity increased and compliance with policy and procedure ensured.

Governors also play a key role in the 'Employee Lifecycle'. Some undertake the role with limited information on what is expected of them and with few opportunities to learn. When faced with an HR issue, they have to process the information in a timely manner and make complex decisions which can be demanding and stressful.

With that in mind, we have developed an abridged version of our successful 'Practical Manager' programme to meet this need, which includes a new module on how to 'Embrace Diversity and Inclusion'. This, along with the remaining modules, forms 'The Governors' Guide to HR'.

This programme runs as 'twilight sessions' to accommodate the needs of Governors and will cover how to:

- Embrace Diversity and Inclusion
- Ensure Best Practice Recruitment & Selection
- Manage Performance, Potential & Succession
- Promote Positive Attendance
- Direct Discipline, Capability & Grievance
- Plan for Retirement & Redundancy

For further details please call Barbara Craig on 07824 466 430 or

E: barbara@drivenemployee.co.uk or Martin Hughes on 07827 945 174 or E: martin@drivenemployee.co.uk.

Struggling to keep 'TRAC' of your staff training?

The KAHSC Training Records and Calendar (TRAC) System online can do this for you!



- Record qualifications, training, continuing professional development and competence of all your staff and volunteers
- Automatic email reminder to website users assigned Training Administrator role.
- Upload copies of certificates and other supporting information
- Download a comprehensive step-by-step user guide
- Live training calendar showing those courses with expiry dates
- Export training records for management reporting.

KAHSC subscribers can access the 'TRAC' system by logging on to www.kymallanhsc.co.uk, and clicking on 'My Account' and 'Manage Staff'.

Can't see the option? Call us on 01228 210152 to get switched on.

Safeguarding, Health & Safety Training Courses Autumn/Spring Term 2015

If you wish to book a place/places on any of the courses advertised here or require further information please email julie.smithson@kymallanhsc.co.uk or alternatively contact us on 01228 210152.

Course	Date	Venue
<p>*New Course* Health & Safety for Site Managers (Full Day)</p> <p>This full day course delivered by Penny Gosling and Gordon Hastings of KAHSC, aims to provide site managers with up to date information on four relevant Health & Safety topics: Risk Assessment, Control of Substances Hazardous to health (COSHH), Work at Height and Manual Handling.</p>	23 November 2015 9.00am – 4.30pm	Carlisle Area
	24 November 2015 9.00am – 4.30pm	West Cumbria
	2 December 2015 9.00am – 4.30pm	South Cumbria
<p>*New Course* Refresher training for DSLs and deputies: Understanding the risks children face (Half Day)</p> <p>This half day course from Carolyn Eyre, Safeguarding Training and Development Consultant will explore some of the risks that children face including Child Sexual Exploitation, Female Genital Mutilation (FGM), Forced Marriage and Domestic Violence.</p> <p>NB: This training satisfies the requirement for the Designated Safeguarding Lead to undergo updated child protection training every two years (paragraph 39 DfE guidance 'Keeping Children Safe in Education', July 2015)</p>	2 December 2015 9.00am – 12.00pm	Carlisle Area
	10 December 2015 1.30pm – 4.30pm	West Cumbria
	8 January 2016 9.30am – 12.30pm	South Cumbria
	19 January 2016 9.30am – 4.30pm	Kendal
<p>*New Dates* Safeguarding (Health & Safety) for Head Teachers (Full day)</p> <p>A full day course delivered by Penny Gosling, KAHSC for newly appointed, existing and aspiring Head Teachers providing up-to-date information and guidance on how to fulfil their H&S responsibilities.</p>	21 January 2016 9.30am – 4.30pm	Carlisle Area
	26 January 2016 9.30am – 4.30pm	West Cumbria
	2 February 2016 9.30am – 4.30pm	Barrow
	19 January 2016 7.00pm - 9.00pm	Kendal
<p>*New Dates * Health & Safety for Governors (2 Hr)</p> <p>As relevant to existing Governors as it to new ones, this course provides an overview of the H&S responsibilities of Governors including what safeguarding really means and involvement in policy making. Delivered by Penny Gosling, KAHSC.</p>	21 January 2016 7.00pm - 9.00pm	Carlisle Area
	26 January 2016 7.00pm - 9.00pm	West Cumbria
	2 February 2016 7.00pm - 9.00pm	Barrow
	26 January 2016 7.00pm - 9.00pm	West Cumbria



...and finally, all the team at
Kym Allan Health & Safety Consultants Ltd
would like to wish our customers,
colleagues and friends a Merry Christmas
and a Happy and Healthy 2016!



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