

The KAHSC 'Making Sense of Safeguarding' Conference 2014

... have you booked your place yet?

Following the success of our previous two conferences, we are back again 'Making Sense of Safeguarding'. This year's conference takes place on Wednesday 21 May 2014 at our usual venue of the North Lakes Hotel, Penrith.

This year we will be welcoming Keynote Speakers from Ofsted and the Disclosure and Barring Service who will be offering their views and input on current important topics. The workshops this year will cover 'Keeping Children Safe in Education' with Carolyn Eyre, Safeguarding Training and Development Consultant; 'Embedding E-Safety into the Curriculum' with Ken Corlish from the South West Grid for Learning who will be assisted by Jeff Haslam; 'Dealing with Child Bereavement' from Child Bereavement UK and a look at the physical impact of new technologies with our very own Penny Gosling.

As usual we want for everyone to get the most out of this event, and so the workshops are repeated throughout the day and numbers are restricted to 25-30 participants for each workshop.

Book your place before 7 March 2014 and receive an 'early bird' booking discount per delegate. To book, complete the booking form on the KAHSC website and fax to **01228 210153** or e mail **Julie.smithson@kymallanhsc.co.uk**. Alternatively call **01228 210152**.



Want to pay out of this year's budget?

If you would like to pay for your conference place out of this year's budget please let us know and we will process this for you.



KAHSC Online Accident Reporting - New Feature!

Over recent months we have been developing our website and the online reporting systems. A new feature which we have added to the Online Accident Reporting system allows documents (risk assessments, witness statements, photographs, site maps etc.) from an accident investigation to be uploaded and attached to a particular accident report. Using this facility keeps all the information in one place and could save you valuable time in the future in the event of a civil claim for compensation.

Attaching documents can be done in a few easy steps when logged into the 'Manage Accidents' area of the website.

- Click on the paperclip icon next to the report record
- Add attachment and select the document type from the drop down menu
- Click 'Browse' to find the saved document on your computer
- Click 'save'.



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STOP PRESS!

From 2 September 2013 School leaders must, prior to appointment ensure that newly appointed teaching staff are not subject to a prohibition or interim prohibition order.

A letter containing the details on this legal requirement and how to check for prohibition was 'Alerted' to KAHSC Subscribing schools on 9 January 2014. The Single Central Record has also been updated to include a column in which to record the date the 'Prohibition' checks were carried out. A similar requirement applies to Teacher Supply Agencies.



Issue: A school has plans to remove and replace the wooden parquet flooring in its workshops with concrete because of 'fire risk'.

Busted: Health and Safety legislation does not require the replacement of wooden floors unless there are good reasons to replace the floor such as deteriorating condition. The health and safety advisor who made this recommendation should be challenged to explain the reasons for this. The school may be able to avoid considerable expense and upheaval.

Issue: A school has displayed a sign on its main gate advising parents that the use of mobile phones on school grounds is banned for health and safety reasons.

Busted: Whilst there are a number of reasons why a school may decide to ban the use of mobile phones - any connection to health and safety is tenuous. Rather than communicate the policy via a sign on the school gate, they would be better to make the reasons behind this decision clear to parents and pupils perhaps in the school newsletter or on its website.

Live baby chicks

A recent HSE Myth Buster enquiry told of a school that refuses to allow pupils to bring live baby chicks into school for a presentation quoting health and safety (particularly bird flu) as the reason. The HSE have responded to the enquiry with a statement saying "health and safety legislation does not prevent children from bringing pets and small animals to schools... the small risk of any type of infection can be readily controlled by simple everyday measures like hand washing".



Children often want to take pets/animals into school to show their friends or as part of curricular activities. Some schools even have egg hatching projects. When planning such activities the following should be considered:

Caring for the animal - ensure that they can be properly cared for during their 'visit', that this is not unduly stressful for them and that any 'unwanted interactions' with other animals can be prevented.

Housing and food - They must be properly housed and containers used for transportation must be appropriate, different species must be housed separately, and ensure that the owner brings all necessary food and water with the animal.

Handling the animals - children must be shown how to handle the animals properly. Handling should be done over a table or trough filled with a soft material such as sawdust so that the animal only has a short distance to fall if dropped. Animals which appear nervous should not be handled and the handling of delicate/fragile animals such as stick insects should be kept to a minimum.

Hygiene - Children and adults should always wash their hands immediately after handling any animals or any contact with bedding etc. Hand washing for very young children may need to be supervised. Cuts and abrasions should be covered.

Phobias - Schools should be aware that some pupils/parents may have phobias of certain animals and an effort made to segregate the animals from the people with the phobias.

Further guidance regarding bringing animals into school and carrying out egg hatching projects can be found from CLEAPSS or on the KAHSC website.

Council Fined after school janitor loses toe

In September 2011 Fife Council extended the current duties carried out by school janitors. In addition to the simple gardening duties in school grounds, they would undertake basic chainsaw work removing fallen trees or branches - work which had been carried out by the Council's Parks Department. Mr Davies and two other workers then attended basic chainsaw training in November 2011. Following his training Mr Davies was sent to Canmore Primary School in Dunfermline where an ash tree had blown down. The job was much bigger than had been anticipated and so a colleague was contacted for assistance. During the work Mr Davies climbed onto the trunk and started to cut through a single limb, as he was doing so it sheared away from the trunk and landed on his foot trapping it against the trunk.

Mr Davies required three operations but doctors were unable to save one of his toes. He spent three months recuperating before returning to work.

The HSE investigation concluded that Fife Council had failed to properly assess the risks to employees while undertaking chainsaw operations, failed to provide a safe system of work and training and supervision provided was insufficient.

They were fined £20,000 after pleading guilty to breaching Section 2(1) of the Health and Safety at Work Act 1974.

Asbestos expert fined after workers exposed to potentially-deadly fibres at a college

Steven Kelly of Winsulate, an asbestos removal firm, was supervisor on a refurbishment project at Trafford College in Stretford

During the project Mr Kelly chose to ignore the company's procedures for working with asbestos. HSE inspectors carried out an unannounced visit to the college and found employees working in the contaminated area with their own clothes under overalls, half masks and lace up boots instead of disposable clothing, full-face respiratory masks and wellington boots, putting them at risk of breathing in asbestos fibres and carrying fibres home on their clothes.

It was also found that insufficient water was provided for workers to sponge down boots and masks to stop fibres becoming airborne; used clothing was discarded inside the enclosure and daily checks on masks were not carried out.

After pleading guilty to breaching the Health and Safety at Work Act 1974, Mr Kelly was fined £790 and paid costs of £250.

The HSE said "...as the site supervisor, Steven Kelly put workers at risk... He should never have allowed three men to go into a contaminated area while wearing their own clothes and without the correct protective clothing and respiratory masks. Workers, their families and anyone else who came in to contact with them would have been put at risk...Thankfully, we were able to stop the work and make sure the clothes were disposed of as contaminated waste".

The HSE Approved Code of practice L143 'Managing and working with Asbestos' was revised In Dec 2013 and can be found on the KAHSC website.



Product Recalls

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

HP Chromebook 11 Charger

Issue: The charger unit on some HP Chromebook 11s can overheat and melt during use.

Models affected: Chargers sold with all HP Chromebook 11s sold prior to December 2013.

What to do:

If you think that appliances in your school may be affected stop using the charger supplied with the Chromebook immediately, and follow the instructions in the recall notice.

Product safety notices can be found at www.esc.org.uk/public/guides-and-advice/product-recalls

Exploding' glue guns concern

CLEAPSS have recently received reports of glue guns 'exploding' whilst in use. The hot melt glue guns were at least 8 - 10 years old and had been routinely stored with their electric cable wound tightly around the body of the gun. Over time this strains the connections inside. Eventually the connections will fail with a bang!!, causing damage to the gun potentially injury to the user.

If you have seen or suspect similar damage to glue guns in your school, please take the glue gun out of use until the wiring can be checked for any faults. It is important that users of these and other similar equipment are made aware of the potential danger of wrapping wires around the equipment which weakens the internal wiring, thus causing the damage.



Potential asbestos risks of Second World War gas masks

Around one hundred and seven millions gas masks were produced between 1937 -1942 normally containing asbestos in their filters. Tests have shown that asbestos fibres can be inhaled by wearing the masks and may also be released from handling the masks, filters or carrying bags contaminating not only the person handling the mask but also the surrounding area.



The HSE has advised that they do not think it is appropriate for children or teachers to wear or handle WWII gas masks unless it can be clearly demonstrated that the particular mask does not contain asbestos.

If your school owns or is loaned WWII gas masks, you should remove the mask from use immediately until it can be determined whether the asbestos has been removed by a licensed asbestos removal company. This should take the form of documented evidence. Whilst awaiting confirmation of removal, the mask should be double bagged, sealed and labelled with a 'Warning contains asbestos' sticker. The canvas carrying bags cannot be cleaned - these should not be handled and should be treated as contaminated material.

Even if the mask is 'safe' they must never be worn.

Further guidance from the Joint Union Asbestos Committee (JUAC) can be found on the KAHSC website or at www.juac.org.uk

Need support writing and reviewing your school's Sex and Relationship Policy?

It is a mandatory requirement for all schools to publish their school curriculum by subject and academic year, including their provision of personal, social, health and economic education (PSHE). To support schools in doing this, the PSHE Association have published its own guidance on drafting and reviewing a school's Sex and Relationship Policy and a suggested programme of study for PSHE. Academies and free schools are also required to publish information similar to that required by the regulations relating to their curriculum through their funding agreements. The PSHE Association guidance can be found on the KAHSC website or via the following link http://www.pshe-association.org.uk/resources_search_details.aspx?ResourceId=497&Keyword=&SubjectID=o&LevelID=o&ResourceTypeID=3&SuggestedUseID=o. This guidance states that it should be read in conjunction with DfE publication 'Sex and Relationship Education Guidance' originally published July 2000 and reissued January 2014, a copy of which can also be found on the KAHSC website.



Star Performers



Over the last few months, we have identified a number of schools worthy of mention in our 'Star Performers' feature. An incredibly impressive number of schools supported by KAHSC have recently achieved scores of over 95% in the County Council Health and Safety Audit and we would like to congratulate the tremendous effort that you have all put in to improving safeguarding, health, safety and welfare in your schools.

In the 'Hall of Fame' this issue are...

- Captain Shaw's CE School**, Bootle
- Heron Hill Primary School**, Kendal
- Lanercost CE School**, Brampton
- Netherton Infant School**, Maryport
- Victoria Infant and Nursery School**, Workington
- Victoria Junior School**, Workington
- West Cumbria Learning Centre**, Distington

I am positive there are others who are hiding their achievements under bushels, and if so, well done to everyone involved - keep up the good work!

Revised Jan 2014

Fire Risk Assessment - The template/pro-forma for schools that wish to conduct their own Fire Risk Assessment of their premises has been revised and updated.

Courses Available to book NOW

Visit Leader Training - Full Day

The essential OEAP accredited one day training for Visit Leaders, delivered both inside and outside the classroom by Richard Simpson. This full day course aims to familiarise leaders with good practice in supervision, raise awareness of key guidance, advice and support and provide practical training in effective risk management in specific environments.

- Westmorland Showground, Lane Farm, Crooklands, Nr Milnthorpe - 11 March '14
- Newton Rigg, Penrith - 13 March 2014

Cost: £120 pp. Subscriber rate £105 pp. including refreshments only.

Look out for these courses during Summer 2014:

Fire Management for Head Teachers and Senior Management Asbestos Awareness

To enquire or book a place contact Julie on 01228 210152 or e mail julie.smithson@kymallanhsc.co.uk

PE and Sport Grant allocation

By 4 April 2014, both Maintained schools and Academies are required to publish details about how their PE and Sport Grant allocation for primary-aged pupils has been used including how it has (or will be spent) and the impact this is having (or will have) on pupil attainment and participation. Guidance from the DfE regarding what information must be published and the conditions associated with the allocating of the grant can be found on the KAHSC website.

Time running out to replace your Health & Safety Law Poster

You may remember from our Autumn Newsletter that there is a legal duty for workplaces to display the health and safety law poster or, alternatively, to provide each worker with a copy of the approved health and safety law leaflet or pocket card. The old style health and safety poster is still present in many school settings but by 5th April 2014 this poster will need to be replaced with the new style poster. The new posters are available via the HSE website or from stationery suppliers.



Call us today 01228 210152 or visit us online at www.kymallanhsc.co.uk