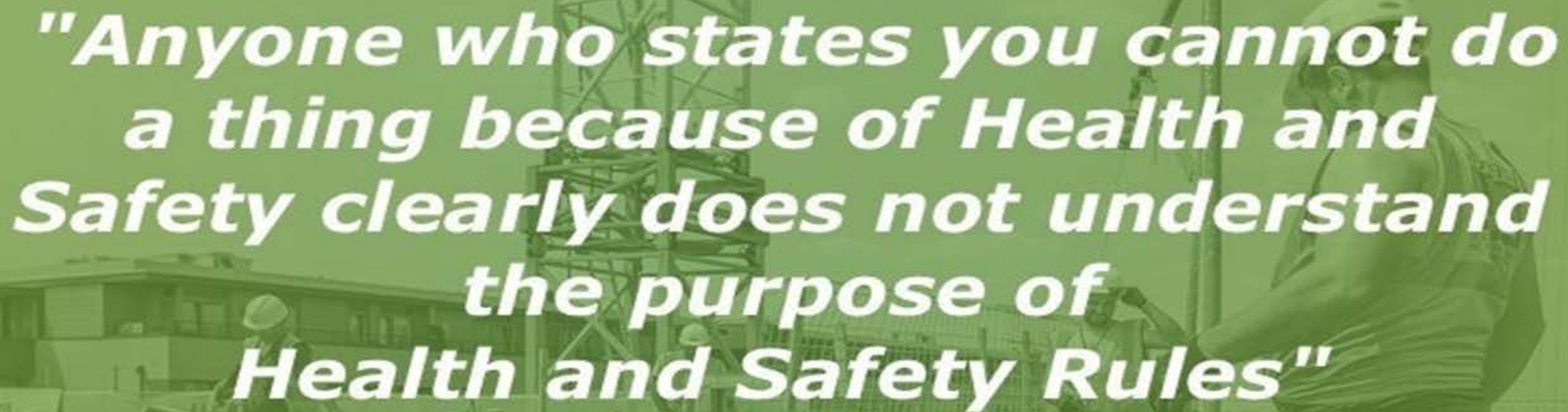


Dale Barton

Health and Safety Risk Manager – Schools
School HandS Health and Safety Traded Service

Managing Health & Safety in Schools



"Anyone who states you cannot do a thing because of Health and Safety clearly does not understand the purpose of Health and Safety Rules"

Health & Safety at Work etc. Act 1974

The act places general duties on:

- Employer
- Managers
- Manufacturers/suppliers etc.
- Employees

Health & Safety at Work etc. Act 1974

The employer must ensure:

- the health, safety and welfare of all his employees so far as is reasonably practicable (sfrp)
- that persons not in their employ affected by their activities are not exposed to risks to their health or safety (sfrp)
- a health and safety policy is prepared and communicated
- consultation with staff and safety representatives

Health & Safety at Work etc. Act 1974

Duties of an employer

- Provide & Maintain Safe Systems,
- Plant & Equipment
- Safe Arrangements for the Use, Handling, Storage & Transport of Articles & Substances
- Information, instruction, training and supervision
- Maintain the workplace in a safe condition
- Ensure a safe & healthy environment with adequate welfare facilities

Employees Duties

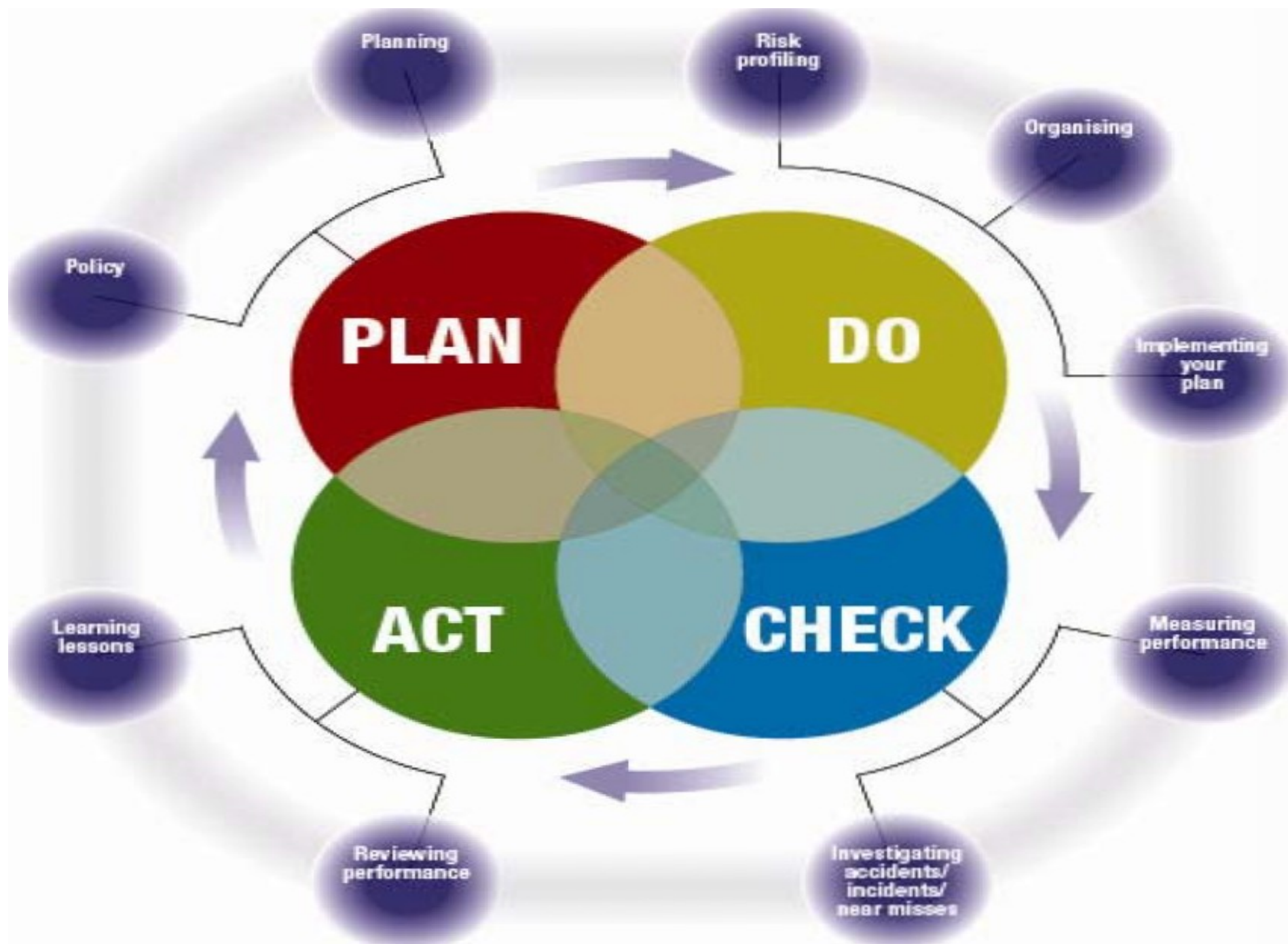
Employees must ensure:

- Reasonable care is taken for their own health and safety and that of others
- Co-operate with the employer
- Employees shall make full and proper use of any system of work provided for their use (s7)
- Not to recklessly or intentionally interfere with anything provided in the interest of safety (s8)

Other Regulations

Electricity at Work Regulations 1989
The Workplace (HS&W) Regulations 1992
Display Screen Equipment Regulations 1992
Manual Handling Operations Regulations 1992 (as amended 2002)
PPE at Work Regulations 2002
RIDDOR 2013
The PUWER Regulations 1998
COSHH Regulations 2002
Noise at Work Regulations 2005
Fire Regulatory Reform Order 2005
Work At Height Regulations 2005
CDM Regulations 2015

Effective Health & Safety Management



Plan – Develop Policy

- Statement - outline of commitment to H&S e.g. what should be done?
- Organisation - details of specific duties of individuals e.g. who does what?
- Arrangements - details of procedures, safe working practises e.g. how to do things

PLAN – Organising for Health & Safety

Define responsibilities & relationships to control risks ensuring a systematic approach.

Structures/processes required which;

- Establish/maintain management Control
- Promote Co-operation between all - so H&S becomes a collaborative effort
- Ensure effective Communication of necessary information
- Secure Competence of employees

Role of Governors

- To ensure adequate resources
- To ensure adequate standards of performance
- Audit Skills within Governing body
- Best Practice – Appoint a Lead Governor
- Set a calendar of activities, inspection, review of risk assessments, review of policy and procedures
- Ensure all building & refurbishment work is managed to required legal standards

Role of Head Teachers

- Responsible for the day to day operational management of health & safety
- To work with Governing bodies and their senior management team to implement an effective health & safety policy for their school
- To organise, control, monitor, and review the health & safety arrangements
- To ensure risk assessments are carried out for all appropriate activities

Role of Health & Safety Co-Ordinator

- To support the Head teacher, managers and staff carry out their responsibilities
- Ensure all accidents/incidents and near misses are reported, recorded and investigated and monitor any remedial action
- To assist the school in the identification of training and ensure induction of all new staff
- To act as link with Competent Advice

Do – Implement Plan and Profile Risks

- Establish/maintain management Control
- Promote Co-operation between all - so H&S becomes a collaborative effort
- Ensure effective Communication of necessary information
- Secure Competence of employees

Check – Monitoring Performance

- Active systems - monitor achievement of plans and compliance with standards (documents/premises/plant)
- Reactive systems - monitor accidents/ill health etc.
- Procedures required to capture both

Pro Active

- Near Miss reports
- Safety audits
- Safety sampling
- Safety tours
- Safety inspections
- Hazard reports
- Health surveillance
- Attitude surveys
- Appraisals
- Safety Committee reports
- Performance indicators

Reactive

- Accident investigation
- Accident statistics
- Reports from first aiders
- Sickness monitoring
- Complaints
- Responses to HSE visits
- Safety reps reports

Act – Review of Performance and Learn Lessons

- Collect information on efficiency, effectiveness and reliability of H&S management system and plans for correction e.g. interviews/ documents/ observation
- Your School position?
- Review – making judgements on performance

Questions?

