

ANGUS COUNCIL
EDUCATION COMMITTEE - 22 AUGUST 2000
HEALTH & SAFETY
REPORT BY THE DIRECTOR OF EDUCATION

ABSTRACT

This report advises members of Health and Safety issues addressed during 1999/2000 and outlines areas for development in 2000/01.

1. **RECOMMENDATIONS**

It is recommended that the Education Committee notes the contents of this report.

2. **BACKGROUND**

The Education Department Health & Safety Committee meets regularly (4 times per annum) and includes representatives from teachers' professional associations and non-teaching Unions, together with officers from both Education and Personnel Departments.

Over the year a number of issues have been addressed including:

School Security - The Departmental Health and Safety Committee recently agreed to arrange for the distribution of a questionnaire on the effectiveness of security measures undertaken and the results of this survey have been used to inform future developments.

Risk Assessments - To augment the comprehensive risk assessments contained in the Departmental Admin Manual, a number of additional risk assessments have been prepared during the year:

- Lone Working
- Transport to and from schools on school conveyance Contracts
- Safe Use of Trampoline
- Fire Risk - Primary and Secondary
- Farm Visits

Cleaning Arrangements in Schools

Communicable Diseases - consultation with Tayside Health Board regarding the update of guidelines on the control of communicable diseases.

...../2

Accidents Analysis

The Committee receives information on a quarterly basis, on the number of accidents, including those reported to the Health and Safety Executive. The position for academic session 1999/2000 is outlined as follows:

Cause of Accident	Employees	Reported to HSE	Non-Employees – (Pupils)	Reported to HSE
Slip, trip or fall	21	1	140	4
Fall from height	1		10	
Struck by object	6		50	1
Bumped into obstruction	2	1	44	3
Manual handling	11	2	11	1
Harmful substance			9	
Contact with sharp edge	2		13	2
Machinery	1		3	
Hand tools	1		6	
Sports Injury	1		56	4
Violence and Aggression	4 *		13	
Others	1	4	5	1
Total	<u>54</u>	<u>4</u>	<u>376</u>	<u>16</u>

* A more comprehensive report on Violence and Aggression to Staff (which includes verbal aggression – unlike the reports relating to Accident Analysis) is provided regularly to the JCC (Teachers) and thence to the Education Committee.

In addition to the work of the Committee, all staff place a great deal of emphasis on Health and Safety, eg:

Asset Management Plan – when undertaking condition surveys, particular attention is paid to Health and Safety issues.

Property Maintenance – In consultation with Property Services, care is taken to ensure that projects included within the planned property maintenance programme deal with Health and Safety issues, eg. provision of finger guards, water temperatures, provision of safety glass in schools etc.

Health and Safety Audits – these are undertaken by the Safety Section of the Personnel Department with the support of Education Department staff.

Training – a number of training courses have been provided for teaching and non-teaching staff.

Developments 2000/01

It is planned to build on the work undertaken to date, with the following items being identified within the Education Service Plan:

- Provide in-service training for staff on:
 - a) Risk assessment for out of school activities
 - b) Use of Section 9 of the Administration Manual
- Prepare guidelines on monitoring Health and Safety in schools and support senior staff in their implementation.
- Undertake improvements to school security systems.
- Undertake Health and Safety review of all CES accommodation
- Complete Asset Management Plans for all schools.

..../3

There are no financial implications arising directly from this report.

4. CONSULTATION

The Chief Executive and the Directors of Finance, Law and Administration, Personnel and Property Services have been consulted in the preparation of this report.

5. CONCLUSION

The Departmental Health and Safety Committee works well in highlighting issues of concern and acting as a focus for issues to be raised. It is important, however, that Health and Safety is continually monitored and priority given to further improvements on a wide range of important issues.

J A Anderson
Director of Education

NOTE: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above Report.

