

## We're expanding!...

**As a business, we have always been careful to do what we know in order to provide the very best service possible – health, safety, wellbeing and safeguarding.**

With the arrival of our newest addition to the team, **Barbara Ross**, KAHSC are now able to expand our remit a little bit more beyond safeguarding, health and safety and are introducing additional services over and above those already available to subscribers. These services will be available on a 'pay as you go' basis.

An **Accessibility Audit** will aid your compliance with the Equality Act 2010 and the new statutory SEND Code of Practice which was brought about by the new Children and Families Act 2014. A detailed site survey is carried out from which an action plan of recommendations is produced. The recommendations can then be included in your school's Access Plan to be prioritised for implementation.

A **premises management support visit** or **remote project support**, in the form of e-mails and telephone discussions, can assist and advise you on your buildings contracts such as building maintenance, capital projects and, servicing and facilities management; as well as with other external contracts such as grounds maintenance, cleaning and catering.

An **H&S organisation, streamlining and archiving support visit** can help you confidently destroy irrelevant paperwork to keep everyone on the same page, properly control your H&S documentation to comply with document retention best practice and bring a sense of organisation, simplicity and proportion to your H&S systems which, in turn, should help you promote a positive H&S culture in your setting.

The rumours that we offer an HR service are not to be believed, but we do help out with all manner of recruitment related safeguarding issues and risk management issues around wellbeing, maternity, sickness absences etc. many of which are inextricably linked with an HR service.

**If you would like to find out more or are interested in booking any of these services for your setting call Barbara today on 01228 210152 or email her at [barbara.ross@kymallanhsc.co.uk](mailto:barbara.ross@kymallanhsc.co.uk)**

## This Issue

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## A new face at KAHSC...

**Barbara Ross is our recently appointed Safeguarding, Health & Safety (Property) Adviser.**

Barbara specialises in property, construction and access related issues and advice.

Following her successful 27 year career with Cumbria County Council managing the Council Maintenance programme for schools and corporate buildings, delivery of individual capital and maintenance building projects, access and special needs adaptations and latterly leading the North Facilities Management Team, Barbara has just joined KAHSC bringing a wealth of knowledge in these areas.



**Date for your diary:**

Our 2015 KAHSC Making Sense of Safeguarding Conference will take place on Thurs 23 April 2015. Further details coming soon...

# Is your glazing up to standard?

Since 1996 the Workplace (Health, Safety and Welfare) Regulations 1992 have required safety glazing to be installed in 'critical locations' in ALL buildings.

Glazed areas deemed to be special risk and in critical locations in schools may be defined as:

- All glazing in special schools, Pupil Referral Units and children homes
- All glazing in gymnasiums, sports halls, or other areas where sports activities or ball games are likely
- All glazing on unprotected elevations facing playgrounds and playing fields
- All glazing below 1800mm from floor level in all secondary schools/buildings used by secondary pupils
- All glazing below 1500mm from floor level in all Primary schools/buildings used by primary pupils
- All glazing in staircases below 1800mm from the treads and landings in all schools and buildings used by children

Over time the use of a building or area may change, making them become areas of special risk in critical locations. It is a duty on the school to undertake regular risk assessments of all areas to ensure that the standard of safety glazing reflects the use of the building.

These standards are based on reasonable principles of behaviour by building users. In school buildings, these critical locations remove the possibility of doubt and the need to carry out a full glazing assessment, by assuming that all areas of glazing below 1500mm in primary schools and 1800mm in secondary schools are areas of glazing that are 'critical' and warrant safety glass or other protective devices. In accordance with British Standard 6262 and Approved Document K of the Building Regulations, glazing with which people are likely to come into contact whilst moving in or about the building must:

- Break (if broken) in a way that is unlikely to cause injury i.e. disintegrate into small particles without sharp or pointed edges; or
- Be of sufficient thickness to resist impact without breaking; or
- Be shielded or protected from impact with permanent non-climbable screen protection.

**More information about Safety Glazing requirements can be found on the KAHSC website.**



**Where need is identified - do you have enough fingerguards?**

**It is a relatively simple task to walk around a school and check that, where necessary, doors are fitted with finger guards preventing trapping incidents.**

There are, however, settings which fail to do this. In April 2014 a Bolton Charity was prosecuted after a nine year old boy lost his whole index finger when his hand became trapped in a school door. On investigation the HSE found that although a need was identified for finger guards to be fitted during construction of Birtenshaw School, the organisation had failed to make sure that this had happened and several doors were found to be missing guards.

KAHSC associate, Cardea Solutions best known for its Fingershield range of door safety products works with schools and nurseries to help protect their building users. Also available is their range of window restrictors, designed to prevent falls from windows - find out more at [www.fingershield.co.uk/products](http://www.fingershield.co.uk/products)

## School Emergency Asthma Kits - now legal

From 1 October 2014 regulations allow schools to keep a salbutamol inhaler for use in emergencies. It should only be used by children for whom specific written parental consent has been given and who have either been diagnosed with asthma and prescribed an inhaler, or who have been prescribed an inhaler as reliever medication.

The contents of an emergency kit can be purchased from any pharmacy, simply take along a letter on headed paper with the name of the school; the purpose for which the product is required and the total quantity required.

A salbutamol inhaler will cost around £4 to £5, whilst the Volumatic or smaller Aerochamber unit costs between £6 and £9.

If you decide to hold an emergency inhaler for your school, you should ensure that the procedures for use are included in your 'Supporting Pupils with Medical Conditions Policy and Procedures'. (Model available from KAHSC website). The Department of Health's 'Guidance on the use of emergency salbutamol inhalers in school' can be downloaded from the [www.gov.uk](http://www.gov.uk) or from the KAHSC website.

**Training in 'Supporting Pupils with Medical Conditions' has already taken place throughout the County. Further training can be arranged on request from KAHSC.**

## What's New...

- Model Supporting Pupils with Medical Conditions Policy & Procedures
- Model Intimate Care Procedures



# Running laps as a punishment banned

**Guidelines introduced by Michael Gove, suggesting that misbehaving pupils should be made to do laps of the school grounds as punishment for their behaviour have been withdrawn by Education Secretary, Nicky Morgan.**

Mrs Morgan said “using exercise as a punishment threatens to have a negative impact on sport and the view young people take of it”.

One supporter is marathon runner, Paula Radcliffe who feels that physical activity should be a pleasure rather than a means to improve bad behaviour.

However not everyone was in support of the decision. Conservative MP, Philip Davies said “I’m sure it must be more constructive for children to run round a playing field than to stand outside a teacher’s room.”

DfE guidance ‘Behaviour and discipline in schools – advice for headteachers and school staff’ was amended in September 2014 to remove running laps as a suitable sanction for behaviour issues and is available to download from [gov.uk](http://gov.uk) and the KAHSC website.



# MYTH BUSTING

**Myth:** Teachers can’t remove a splinter from a child’s finger.

**Busted:** Most schools will have qualified first aiders on site therefore there is no reason why teachers should not remove splinters if they are easily removable with tweezers. If deeply embedded then parents should be consulted and professional medical help sought.

**Myth:** Parents banned from saying goodbye to their children in school playground.

**Busted:** Limited access to this particular school site as a result of ongoing construction work means that this is a sensible approach. Arrangements were made to allow older children to be guided to classes and younger children to be accompanied by their parents/guardians.

**Myth:** A pre-school using a local parish garden and public area to display pots of flowers and vegetables grown by the children have been asked to remove them on health and safety grounds. The parish council feel that people may trip over the pots and sue.

**Busted:** Flower and vegetable pots are standard garden items and an everyday risk. If the parish council have real concerns about people tripping over the pots they should discuss these with the pre-school rather than depriving the children of the opportunity to learn by growing their own food and flowers.



**Myth:** A Primary school not allowed to use ladders due to health and safety have left staff with no choice but to use chairs to reach up when working at height!

**Busted:** There is nothing in health and safety law that prevents schools from using step ladders in classrooms. Properly designed step stools or ladders are a sensible option for working at height for short periods of time. They are certainly a much safer option than standing on a chair!

## Ladder Exchange now in its eighth year



**Run by the Ladder Association, the ‘Ladder Exchange’ aims to promote the safe use of ladders and take potentially dangerous ones out of service.**

It’s estimated that over two million ladders are in daily use in the UK, and with falls from height still one of the main causes of death and injury in the workplace, it’s vital that these ladders and stepladders are regularly inspected and safe to use.

If you have a ‘dodgy’ ladder you can trade it in for a discount on a new one up until 31 December 2014.

**To find out more and locate a participating hardware store please go to [www.ladderexchange.org.uk](http://www.ladderexchange.org.uk)**

## In Court....

### Leicester company fined after child's head trapped in electric gate

Access Control Solutions (UK) Ltd. has been prosecuted after an eight year old boy trapped his head between the edge of a closing gate and the gate post. The boy's father who witnessed the incident tried desperately to stop the gate from closing further and managed to pull it open enough to release his son's head. The child sustained significant bruising to the right side of his head and ear. The HSE found that the entrance gate at Pedmore Primary School had been automated by the company but they had failed to install suitable guarding despite a need being identified. The guard was not fitted because the gate, which was manufactured by a different company, was not the exact style expected and the guard would not fit.

The HSE inspector said "The incident was entirely preventable. Access Control Solutions identified the need for the guard...but when the gate arrived, it was not the type expected and the guard did not fit. At this point they should have either come up with an alternative or postponed the job until the problem was rectified..."

**The company pleaded guilty to breaching Regulation 18 of the Workplace (Health, Safety and Welfare) Regulations 1992 and was fined £3,300 with £773 costs.**

### Derbyshire school fined after grandmother falls from stairs

In November 2013 the grandmother of a pupil at a Derbyshire school fractured three bones in her neck, broke her right index finger and suffered a serious laceration to her scalp when she fell off the side of an unguarded staircase. The grandmother was watching her grandson play football at Repton School, Derby. On leaving the pavilion, she lost her balance as she moved from the wooden staircase to a stone one, falling 2 metres over the parapet of the stone staircase.

An HSE investigation found there were handrails fitted to the wooden staircase, while the stone staircase had a 40cm high parapet but no handrail. The HSE inspector said "This was a foreseeable incident which could easily have been prevented. Published guidance exists regarding appropriate edge protection and dimensions for handrails which the school could have used to identify the appropriate standard".

**Repton School pleaded guilty to breaching Workplace (Health, Safety and Welfare) Regulations 1992 and was fined £10,000 and ordered to pay £534 in costs.**

## Data security and email – your responsibilities

Lots of educational settings and indeed companies and public bodies are slow to catch on to their data security responsibilities enshrined in the Data Protection Act since 1998. Unless an email network is specifically set up as a secure email network, usually hard wired from each terminal to the server, where mail is only sent between computers on that secure network, email is not a secure way of sending personal, private or confidential information such as Individual Health Care Plans, emergency contact information, risk assessments containing personal information about staff, children or young people etc. Any setting sending such information via unsecured email or outside of a secure network should either encrypt the email (usually only possible through a Digital ID service) or should put the sensitive information into a password protected document attached to the email. This is simple to do in most Microsoft Office applications such as Word and Excel as explained in the 'help' files of each one and can sometimes require the Adobe Reader programme (not usually the free to download Reader programme) to protect pdfs or scanned documents. To ensure such protection is not a waste of valuable time, each password must contain at least 3 out of the 4 characterisations i.e. upper case letters, lower case letters, numbers and special characters such as #. It is also recommended that real words are never used.

This is part of the reason why KAHSC set up both the online accident and the visits reporting systems on our secure website – to avoid the whole security of information issue altogether. Information is input or uploaded to the secure website by setting users without any need for additional layers of protection. The information is then securely reviewed by KAHSC and advice offered accordingly.

**It is particularly important that settings sending KAHSC their Single Central Records for review properly protect them for transit using an appropriate password.**

## HSE asbestos management inspections

### The results

Between April 2013 and January 2014 the HSE inspected a random sample of 153 non-local authority schools, which included academies and independent, voluntary aided, foundation and free schools. Results found that 71% of those inspected required either no action or were given straightforward, simple advice.

However 29% received written advice with a further 13% receiving improvement notices. Enforcement action was taken, not because the staff and pupils were considered at significant risk of exposure, but because vital elements such as staff training and producing written management plans required control measures.

The inspections revealed a number of common themes where schools were falling short of the requirements. Read the Summary Report and lessons to be learned at [www.hse.gov.uk/services/education/asbestos-summary-1314.htm](http://www.hse.gov.uk/services/education/asbestos-summary-1314.htm)

Schools must ensure they have up to date records of asbestos management on their site. Subscribers can get their asbestos documentation analysed and updated by contacting Helen Blamire at [helen.blamire@kymallanhsc.co.uk](mailto:helen.blamire@kymallanhsc.co.uk) If you are interested in Asbestos Awareness Training please contact KAHSC for details.

# Product Recalls

Where we become aware that a manufacturer has recalled a piece of equipment or product we will alert schools and other settings of the details. Full details of the recalls below can be found on the KAHSC website.

## HP Laptop AC Power Cord

**Issue:** Cable may overheat and catch fire.

**Models affected:** Power cords moulded with 'LS-15' mark. Sold with HP Notebook and Mini Notebook computers and accessories between September 2010 and June 2012.

**What to do:** Stop using the cable immediately, unplug it and contact HP at their website <https://h30652.www3.hp.com/> for a free replacement.

## Hotpoint/Indesit EOS Platform Dishwashers

**Issue:** Risk of fire.

**Models affected:** Hotpoint – FDW70, FDW75, FDW80, FDW85A and Indesit – ID – DI - DP. Manufactured between January 2008 and July 2010.

**What to do:** Stop using the dishwasher immediately, switch off and unplug from the wall. Check the model and serial number, this can be found on the inside of the door. Visit [www.hotpointservice.co.uk/eos/](http://www.hotpointservice.co.uk/eos/) for Hotpoint dishwashers and [www.indesitservice.co.uk/eos](http://www.indesitservice.co.uk/eos) and enter the model and serial number in the search facility to check if your model is affected.

## Asda Stainless Steel Traditional Kettle

**Issue:** Risk of electric shock due to potential leakage.

**Models affected:** KS-1016 Barcodes: 0505407280898 and 05052449208016. Sold after 1 May 2014.

**What to do:** Return the kettle to your nearest ASDA for a full refund. No receipt is required.

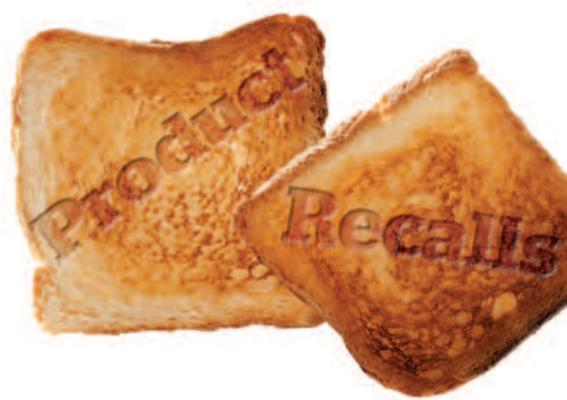
## Asda 2 & 4 Slice Toasters

**Issue:** Risk of electric shock.

**Models affected:** 2 & 4 slice models in black and white. (For model numbers and barcodes please see the KAHSC website)

**What to do:** Stop using the toaster immediately, and return it to your nearest ASDA for a full refund. No receipt required.

**Safety notices can be found at** [www.electricalsafetyfirst.org.uk/product-recalls](http://www.electricalsafetyfirst.org.uk/product-recalls)



# Encourage Safe Play this Winter

**The weather is cold, dark, snowy and icy outside so we should make sure the kids all stay inside and wait for Spring, when it's a bit warmer and a bit less treacherous underfoot, right? Wrong!**

Studies have shown that outdoor play is particularly beneficial to health in all but the most extreme weather. Spending too much time cooped up indoors causes germs and illnesses to pass easily from one person to another whereas in the fresh outdoors the spreading of infection is greatly reduced. Why not try out the new Risk-Benefit Assessment approach of noting down all the benefits of outdoor play balanced against the risks you also recognise. **See page 6.**

The key to safe play in winter is to follow some simple rules:

## Dress for the cold

Wearing layers is the best way to stay warm, this way layers can be shed if too warm or if the top layers get wet from playing. And hats, gloves and scarves should be worn. Children are at greater risk of frostnip and frostbite than adults, it is therefore essential that areas such as fingers, toes, ears, noses and cheeks are properly covered up.

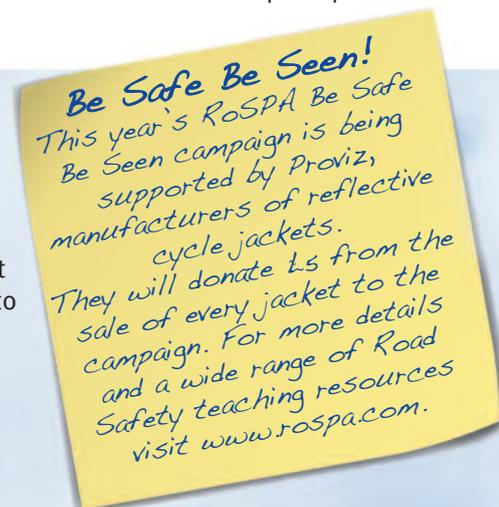
## Take care on the playground

Slips, trips and falls are the most common accidents in winter; the consequences of many are simply minor bumps and bruises. Children must be reminded to take care on the playground which may not be gritted, and whilst it may be fun to skate on the ice, racing around the playground in icy conditions may lead to them falling and injuring themselves.

## Beware of frozen water

Although frozen water may look tempting, there's simply no way of knowing how thick the ice is and whether it will hold. It's often too late by the time anyone finds out. Children should be briefed on the dangers of frozen expanses of water and what to do if they see someone fall through the ice. Ice safety advice can be found on the RoSPA Winter safety page at [www.rospace.com/wintersafety](http://www.rospace.com/wintersafety)

**For related guidance please see Safety Series G31 – Severe Weather Procedures, on the KAHSC website.**



# Eagerly awaited Risk-Benefit Assessment Form out now!

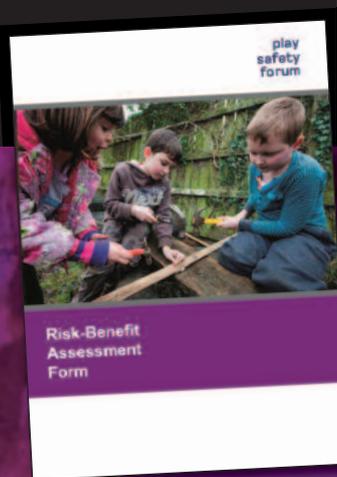
KAHSC are pleased to announce that following on from the updated publication of 'Managing Risk in Play Provision', 2013, the fruit of the research we took part in with Professor David Ball, Tim Gill and Bernard Spiegler around Risk-Benefit Assessment is here at last.

Now available to download from the KAHSC website or from [www.playboard.org/uploads/Risk-Benefit%20Assessment%20Form%20\(ENG\).pdf](http://www.playboard.org/uploads/Risk-Benefit%20Assessment%20Form%20(ENG).pdf), check out the new form which is designed to support a balanced approach to risk management using the process of risk-benefit assessment (RBA). It is primarily aimed at those involved in providing play opportunities in a range of contexts, including play areas, public parks, green spaces, out-of-school childcare settings, playwork settings, schools and early years' services. However, it is very clearly applicable to all kinds of learning both outside and inside the classroom. To echo the Chair of the Health & Safety Executive, Judith Hackett's plea to the entire education sector ... "here in Great Britain we have one of the best health and safety records in the world and many other countries envy our achievements.

We can only maintain this record in the future if we ensure that the next generation learns about the risks they are going to encounter in life, and how to deal with them... Children today are denied – often on spurious health and safety grounds – many of the formative experiences that shaped my generation. Playgrounds have become joyless, for fear of a few cuts and bruises. Science in the classroom is becoming sterile and uninspiring." She went on to describe how Llew Davies, the Pride of Britain winner and teacher at Ysgol Cae Top in Bangor, teaches his primary school class about velocity by racing office chairs in the gym; who has structured lessons around building volcanoes and mock Formula One cars; and, crucially, who gets the fact that health and safety does not erect barriers to providing an exciting education. Now, there is a man clearly doing RBA before it was even off the presses!

The guiding principles of RBA involve a clear understanding that life, in general, can never be risk-free, combined with a strong focus on the benefits of undertaking an activity in balance with the risks involved. In this way staff should feel empowered to go ahead with exciting activities on the basis that the benefits for children outweigh the risks.

The Royal Society for the Prevention of Accidents has continued to call for everyone to adopt a balanced approach to safety saying, "we stress that safety is not an absolute; it's all about using good judgement. Our guiding mantra is that 'life should be as safe as necessary, not necessarily as safe as possible'". Why not try applying the risk-benefit assessment model to your risk management of wintery break times where the benefits of being out in the fresh air should far outweigh the potential risks of injury when children and young people are properly prepared to deal with the everyday risks of playing out of doors in the winter. A huge thank you is owed to all of the school staff in Cumbria who volunteered to "play test" it and provide feedback, especially the detailed input from Mark Squires when he was head at Langdale CE School, Andy Trull when he was EVC at Settlebeck High School, Richard Rhodes of the Gillford centre and our own Richard Simpson Educational Visits Adviser to both KAHSC and the MoD British Forces Schools Abroad.



## Does your Single Central Record do the job it is supposed to?

For a long time now the Single Central Record (SCR) has been very much linked with the CRB or more recently the DBS check when, in actual fact, it was meant to be a record of the pre-appointment checks carried out in order to assess an individual's suitability to work or volunteer in your setting in a particular role with children. Over the years, this appears to have been forgotten.

The SCR is one of the first things an OFSTED Inspector will look at as many of you will be well aware. The September 2014 'Safeguarding Briefing for Inspectors' states that Inspectors will check the school's single central record early in the inspection with the expectation that it will be complete and meet statutory requirements.

At KAHSC, we are now using Version 7 of the SCR and have checked and updated over 80 SCR's for schools since January 2014 and many others in previous years.

One recurring issue we are finding is the discrepancy in the ID checks and Right to Work in the UK dates. Most now mirror the date the last CRB/DBS check was carried out and as such the SCR no longer matches the pre-appointment records. Unfortunately there is nothing that can be done about this now. Dates would have to be estimated and possibly signed off by someone who was not party to the original pre-appointment checks. All that can be done is to confidently explain the situation to an OFSTED inspector if asked, and put a comment in the column at the end explaining the anomaly.

**KAHSC has devised checklists for each of the SCR tabs to help ensure that all of the details needed to successfully complete the Record are gathered at an early stage of the appointment process. Please contact us if you have any queries about your SCR.**

## Star Performers

This issue's Star Performers are... **Grange CE Primary School, Kendal Nursery School** and **Fellview Primary School** who have both worked hard following their pre-County audit carried out by our very own Kym to achieve over 95% in their recent County Council Health & Safety Audits. Huge congratulations to everyone involved and keep up the good work!!

**We are sure there are more of you out there sitting on your brilliant results – we think you should shout your success and hard work from the rooftops so please let us know and we will print your school's name in our next issue.**



# A day in the Lakes (literally) - for the adults...

On 24 September 2014 this was a group of 6 hardy delegates working with RLSS qualified instructor Stuart Lockton, in their best wetsuit gear undertaking the exciting new National Water Safety Management Programme (NWSMP) classroom and land-based Level 1 Basic Water Safety Awareness course and the outdoors and water-based Level 2 Environment Specific Lake course.

NWSMP is a suite of progressive and interlinked training awards, specifically designed to assist organisations with staff who work in, on, or near water, to meet their civil and statutory safety management obligations, especially where they have supervisory responsibilities. The programme embraces contemporary approaches to risk management by balancing the need for simple proactive safety management practices, with a strong focus on preventative measures, alongside effective emergency response skills.

Level 1 is a half day course for those working or supervising near water who have no definite intention to get into the water e.g. a nursery leader taking a group on a field trip near water or going pond dipping. Level 2 is a half day environment specific course run on still water, moving water or the beach for those who have a greater likelihood of getting into the water, but with a definite intention to stay within standing depth e.g. a teacher leading a river study in shallow water by the riverbank. Level 3, coming soon, is a short day (6 hour) course for those who need to operate safely in open water and who are more likely to need a swim rescue, beyond standing depth e.g. staff supervising a swim across Coniston Lake.

Look out for our next round of NWSMP courses in April and May 2015 (when the water gets a bit warmer!)

## and for the children...

Want to get children involved in being safe around open water whether rivers, lakes or the sea? Following her recent success with Leven Valley Primary School and the RNLI/ASA/RLSS and National Trust initiative, engaging 6-12 year olds in an introductory open water swim safe session, qualified instructor Jacqui Young is keen to roll the programme out across Cumbria. Get involved and contact Jacqui on 07747 635194 or email [jacyoung@hotmail.com](mailto:jacyoung@hotmail.com)



**Prepare your  
14-19 years olds  
for the world  
of work**



**Every 40 minutes, a young person is seriously injured in a UK workplace. In the last 10 years, 66 under 19's have been killed, some of whom were in their first week at work.**

The British Safety Council has designed an Entry Level Award in Workplace Hazard Awareness specifically aimed at 14-19 year olds who are about to embark on work experience or their first job.

The Ofqual accredited course requires 6-8 hours of teaching and assessment time and costs £12.75 + VAT per candidate. The assessment process consists of a simple portfolio using structured sheets to help learners record their evidence.

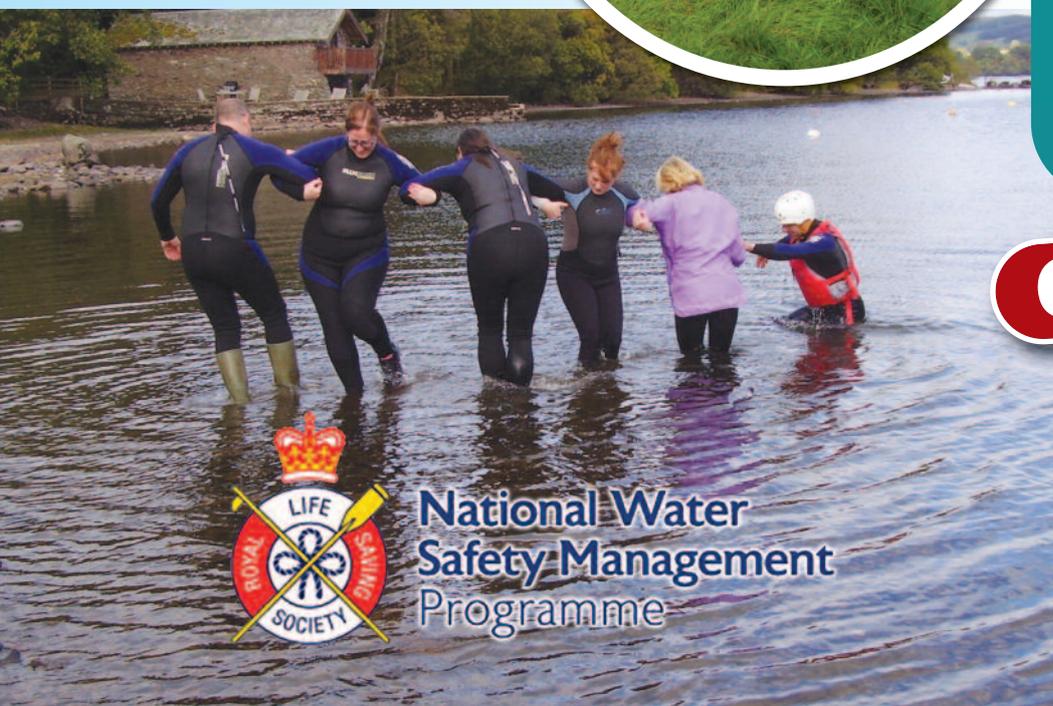
To deliver the course you must first become an approved centre which is free of charge. More details on this process can be found at [www.britsafe.org/qualifications/entry-level-award-workplace-hazard-awareness](http://www.britsafe.org/qualifications/entry-level-award-workplace-hazard-awareness) with the 2014/15 course specification is available on the KAHSC website.

### New HSE Woodworking Machinery Guidance

The HSE have recently revised their Woodworking Information Sheet 'Routers and machining centres safe working practices WIS 22'. This document gives guidance for employers and operators on safe working practices when using CNC routers and machining centres, and hand-fed/integrated-fed routing machines. The revised guidance can be found on the KAHSC website or at [www.hse.gov.uk/pubns](http://www.hse.gov.uk/pubns)

**COMING SOON**

- Model Recruitment, Selection and Pre-employment Vetting Policy
- Model Statement of Procedures for Dealing with Allegations of Abuse against Staff
- Model Staff Behaviour Policy/Code of Conduct



**National Water  
Safety Management  
Programme**



## Advice for schools during winter months

During the winter months it is important to prevent frost damage in your school by taking appropriate precautionary measures as follows:

- Ensure premises safety is checked at least once a day in the event of 'extreme weather conditions'.
- Ensure, where applicable, that all oil fired appliances have sufficient supplies to satisfy heat demands.
- During the winter, particularly at weekends and holidays, listen to the weather forecast.
- Set boiler controls to "Holiday" or run heating systems overnight and at weekends. Under no circumstances should controls be turned off.
- Know where to locate water stopcock valves.
- Isolate and drain down water systems in mobile classrooms and other unheated buildings where possible.
- If a period of prolonged frost occurs visit school frequently to check:
  - if the frost protection system is operating;
  - for any signs of leakage
- If water damage or leaks are discovered, the mains water supply should be turned off and taps opened to drain down the system. Leaks from frozen pipes can appear when there is a thaw.



## HSE publishes 'Sensible Risk Guidance' for Schools



**A sensible health and safety management approach promotes risk awareness rather than risk avoidance. Adopting an over-cautious style means that pupils miss out on challenging and exciting activities and learning opportunities, and the chance to develop new skills.**

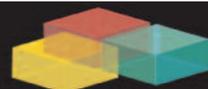
Arrangements need to be proportionate and appropriate to the risks. Primary schools and 'traditional' classrooms in secondary schools and sixth form colleges are typically low risk and many schools will already be doing enough. Risks may be higher in Design and Technology workshops, laboratories, art studios, textiles, drama and PE. Higher risks areas include vehicle and pedestrian movement on site, refurbishments/construction work and adventure activities.

**The HSE has recently published guidance promoting sensible health and safety management in schools including:**

- Getting the balance right – how to determine the difference between doing too much, doing too little and achieving a good balance.
- The role of school leaders – advice on the health and safety roles of key staff.
- Is it really health and safety? – help to determine whether there are actual legislative reasons for not allowing an activity to take place or, is health and safety just an excuse being used for justification?

**Download the guide from**

[www.hse.gov.uk/services/education/sensible-leadership/index.htm](http://www.hse.gov.uk/services/education/sensible-leadership/index.htm) or the KAHSC website.



**Be SMART**  
*Cumbria*

Services Management Advice Resources Training

**NEW! Online E-learning Food Safety Training Now Available**

Please contact Sally - 07921615862 or [enquiries@besmartcumbria.co.uk](mailto:enquiries@besmartcumbria.co.uk) with your requirements or for further information.

**Wishing all our customers, colleagues and friends a Merry Christmas and a Happy and Prosperous 2015!**

**From all of us at Kym Allan Health and Safety Consultants Ltd.**



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