



Safeguarding, Health & Safety Consultants Ltd.

# The Safety Scene

www.kymallanhsc.co.uk

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*Making Sense of Safeguarding*

ISSUE 16



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## Welcome to our new look Safety Scene...

Here at KAHSC towers we are going through a bit of a revamp starting with a new logo which some of you may have noticed popping up here and there. Over the course of the next year we will be making a few changes including a new look website. Please be assured that whilst our 'corporate image' may change, the service that you will receive will be the same reliable, professional service you are used to.

Earlier in the term we ran our hugely successful Single Central Record Information Roadshows, which provided the almost 200 attendees with the vital guidance required to complete their Single Central Records in line with the new September version of 'Keeping Children Safe in Education'. Hopefully, everyone who attended found this useful and we put some minds at rest!

Finally we would like to extend a warm welcome to all of the newly appointed Head Teachers out there, particularly those who have moved into Cumbria from other parts of the Country and to the raft of new subscribers who have signed up since the term began.



## KAHSC Website Member?

In recent weeks your school will have received an e mail from us including a list of your current users on the KAHSC website. As data controllers we have a statutory duty to keep the data we hold up-to-date in the same way that you do as an educational

setting. It is also vital that when an individual leaves your employment their account is removed from the website. If they are not then they have the potential to access confidential information stored on the website without your consent. As well as this if you change your

e-mail address and don't tell us you will stop receiving the weekly document 'Alerts'.

Please can you ensure, if you have not done so already, that your list is reviewed and returned to:  
**ruth.stubbs@kymallanhsc.co.uk**

## Keeping TRAC of your group training just got easier...

A new function has been released for the KAHSC Training Records and Calendar system (TRAC). Rather than adding a whole school/group training session manually to each individual staff member's profile you can now add a 'Training Group' which will update all profiles of staff added to the group list.

For those of you already using the TRAC system this will make some of the updating quicker to carry out.

A new 'Quick Start Up' guide is now available and the full user guide will be available in due course. If you don't have access to the TRAC system and are interested in giving it a try

contact Julie either on:

[Julie.smithson@kymallanhsc.co.uk](mailto:Julie.smithson@kymallanhsc.co.uk)  
or **01228 210152**.



## The NSPCC Childline - Speak Out. Stay Safe.

# Speak out. Stay safe.



The NSPCC ChildLine Schools Service has been updated and will now be called Speak Out. Stay Safe. The programme uses specially trained volunteers to talk to primary school children about abuse using interactive and memorable presentations. The programme is delivered through an assembly presentation of 20-30 minutes for each age group

(followed by a 1 hour classroom workshop for years 5 & 6). The aim for the sessions is to help children:

- understand abuse in all its forms and recognise the signs of abuse
- know how to protect themselves from all forms of abuse

• know how to get help, and the sources of help available to them, including our the ChildLine service

For further information or to request a free visit to your school, go to:

[www.nspcc.org.uk/services-and-resources/working-with-schools/speak-out-stay-safe-service/](http://www.nspcc.org.uk/services-and-resources/working-with-schools/speak-out-stay-safe-service/)

## New website for CLEAPSS Secondary Science

Those of you who use the CLEAPSS website regularly will no doubt have noticed that you can no longer access updated CLEAPSS Secondary Science resources at [www.cleapss.org.uk](http://www.cleapss.org.uk)



The new website for these resources can be found at [science.cleapss.org.uk](http://science.cleapss.org.uk)

All other resources for Secondary D&T and Primary Science and D&T can still be found at their original site.

## New Sexting Guidance for Schools



With more than 2000 children (some as young as 12) reported to the Police over indecent image offences during the last 3 years, the need to educate young people about keeping themselves safe online is more important than ever. Young people today are entirely comfortable with sharing their entire lives online.

Whilst this 'share all' culture has benefits, it also creates an environment where young people share and do things that they would not normally do in the 'real world' without thinking about the possible consequences. The law states that making or sharing indecent images of anyone under the age of 18 is a criminal offence – however there have been calls for recording rules to be adapted so that children are not routinely criminalised. New guidance 'Sexting in schools and colleges: responding to incidents and safeguarding young people' has been published by the UK Council for Child Internet Safety (UKCCIS) ('alerted' to

KAHSC subscribers 8th September 2016). The guidance, referred to in 'Keeping Children Safe in Education' Sept 2016, has been created to support schools in developing procedures to respond confidently and quickly to incidents involving 'sexting'.

For further information, this document can be downloaded from the KAHSC website or [www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis](http://www.gov.uk/government/groups/uk-council-for-child-internet-safety-ukccis)



## Online/E-Safety training

As many of you will by now be aware, Jeff Haslam retired in the summer and will no longer be providing e-safety training to school staff, pupils and parents. Jeff's wealth of knowledge and wit will be sorely missed. As we at KAHSC endeavour to ensure that you are all receiving the guidance and training required to make your school a safe place, our very own Penny Gosling has stepped into the breach and will be providing 'Online Safety training for School Staff'. This 1 ½ hour session will cover how children use the internet and technology, behaviours by children that expose them to greater risk, the policies and procedures required to effectively manage online safety, what to do if children experience issues such

as cyber bullying, sexting or grooming and how staff can protect themselves and their online reputation. We will not be offering sessions aimed at pupils or parents and to find out why,

organise your staff only session with us. For further details please contact Penny on: **01228 210152** or email, [penny.gosling@kymallanhsc.co.uk](mailto:penny.gosling@kymallanhsc.co.uk)



## Product Recall - LIFEPAK Defibrillators

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.

**Automatic External Defibrillator (AED) - LIFEPAK CR Plus & LIFEPAK EXPRESS ISSUE:** May not deliver a shock due to an internal component failure.

### MODELS AFFECTED:

LIFEPAK CR Plus and LIFEPAK EXPRESS AEDs

### WHAT TO DO:

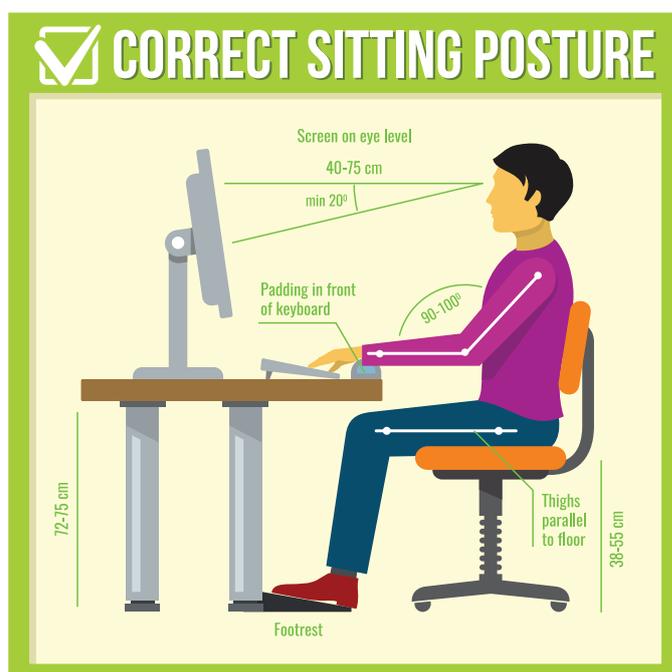
To check if your AED is affected call Physio-Control customer support or visit their website [www.physio-control.com/ProductNotices](http://www.physio-control.com/ProductNotices) and go to 'Search Affected Devices' and enter the serial number of you device.

**PHYSIO CONTROL** **LIFEPAK**<sup>®</sup>



## 5 simple safety tips that will cost you nothing but could save you plenty...

1. Adjust the back rest of your office chair to support your lower back (lumbar area).
2. The longer you sit at a computer, the more you edge to the front of your chair and lean forward – this can lead to back strain. Ensure that you sit at the back of your chair with the backrest supporting your back.
3. Ensure that your monitor is roughly an arm's length away with the top of your screen at approximately eye level.
4. Avoid reaching for your mouse or keyboard. The mouse should be at a comfortable distance to the side of your body. When typing your elbows should be at approximately a 90 degree angle.
5. Avoid cradling the phone between your neck and your shoulder – a sure way to lead to aches and pains.



## Practical science chemical safety

A Department for Education bulletin has been issued to remind all settings of the importance of ensuring all chemicals used for practical science activities are stored safely. CLEAPSS has recently received a number of calls regarding a particular

chemical - 2,4-DNP (2,4-dinitrophenylhydrazine). Settings should check their stocks as soon as possible and dispose of chemicals appropriately. Advice on the safe storage of chemicals can be found on the CLEAPSS website.



## IN COURT:

### Essex School fined after refurbishment disturbs asbestos



An Essex Academy has been fined after poorly-planned refurbishments exposed school staff and others to asbestos. School management had decided to convert an old boiler room into a cleaning store.

During the course of the works asbestos residue on the walls was disturbed and the caretaker swept the contaminated debris from the floors. Exposure to the risk was only identified after a later asbestos survey was completed in the area.

The HSE found that asbestos containing materials were also present in other areas of the school and had been disturbed numerous times over the years by school care-taking staff and contractors, all of whom were put at risk of developing

serious health conditions arising from exposure. The Academy Trust was also found to have failed to ensure the spread of asbestos was prevented or reduced, by implementing suitable precautions to prevent its disturbance and making sure that those liable to disturb the materials were made aware of its location.

They pleaded guilty to breaching the Health & Safety at Work Act 1974 and was fined £26,000 and ordered to pay costs of £20,000.

### School fined for safety failings at Summer Camp

A seven year old boy attending a Summer Camp run by St Edmunds School, Canterbury got into difficulties whilst taking part in a scheduled swim. He struggled for 3 minutes before becoming motionless in the water.

Lifeguards at the pool noticed that he was in trouble and retrieved him from the water. He regained consciousness after CPR but did develop pneumonitis as a result of the incident.

An HSE investigation found that the lifeguards were not effectively managed and monitored to ensure that they were constantly vigilant.

Two of the three lifeguards did not hold a current, in date lifeguard qualification.

The school pleaded guilty to breaching the Health & Safety at Work Act 1974 and was fined £18,000 and ordered to pay costs of £9670.



## Planning for the winter months...

The severe weather conditions of the winter months can disrupt the workings of educational establishments in a number of ways.

It is vital that Heads, Managers, the Principalship and Governing bodies plan ahead and determine procedures to ensure the safety and well-being of all young people and staff and that all employees are clear about their roles and responsibilities in the event of severe weather.

Slips, trips and falls are a regular occurrence during the winter months as a result of icy/snowy conditions, leaves and moss, unsuitable footwear, changes from wet to dry flooring and insufficient lighting:

- Entrances which take priority for clearing to allow safe access to the premises must be identified and parents and others informed of which to use in severe conditions
- If possible close off walkways which are not a priority
- Identify which walkways or areas need to be kept clear during the day to allow everyone to get around the grounds safely
- Install suitable mats to keep internal floors dry
- Ensure that external lighting is sufficient and light the appropriate areas such as walkways and car parks
- External lighting should be checked regularly to ensure that it is functioning properly on dark mornings/nights and any faults rectified as soon as possible to allow safe entrance and exiting of the building.

Whilst cold weather can cause serious damage; freezing and bursting pipes where not appropriately lagged, or where heating systems have not been on a 'frost control' or low setting; high winds can cause damage to property and grounds and make unsecured objects such as bins 'flying hazards'.

Where school has been closed during periods of severe weather adequate checks should be made on the heating system, pipework, ceilings and roofs to ensure that no damage has been caused. KAHSC Safety Series G31 can help you get prepared for the oncoming winter weather. This is available to download from our website.



## Hanging your Christmas decorations & displays safely



In the past Health and Safety has been blamed for ruining many a joyous occasion including the hanging of decorations and displays. Bah humbug!!

So long as people are sensible about these activities, there is no reason why your halls can't be decked with the spirit of Christmas. To avoid a festive trip to A&E below are a couple of Dos & Don'ts...

### DO:

- Use a sturdy, well-maintained stepladder – not your wheelie chair!;

- Wear footwear with a good grip – smooth or wet soles and high heels are not suitable for working at height;
- Fully extend extension cables/reels so that they don't cause a trip hazard;
- Ensure that the tree is stable.

### DON'T:

- Try to hang your decorations on your own - have someone assist or at least in the vicinity;

- Over reach – when working on stepladders you should always keep 3 points of contact so as to maintain your balance;
- Hang decorations over/ across ceilings on escape routes;
- Use lighted candles as part of your displays.

For other considerations when hanging your decorations and displays please download the Seasonal Decorations Safety Guidance from our website.

## Star Performer

This issue's Star Performers are Beacon Hill Community School, who through their hard work following a KAHSC pre-county audit achieved a very commendable 97% in their recent LA Health and Safety Audit.





# Health & Safety Training Courses

## Spring/Summer 2017

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](mailto:julie.smithson@kymallanhsc.co.uk) or alternatively contact us on **01228 210152**.

Course Information	Date & Time	Venue	Course Fees	
<b>Health &amp; Safety for Governors (2 Hr)</b> As relevant to existing Governors as it to new ones, this course provides an overview of the Health & Safety responsibilities of Governors including what 'safeguarding' really means and involvement in policy making. Delivered by <b>Penny Gosling, KAHSC</b> .	6 February 2017 7.00pm – 9.00pm	Kendal Area	£80.00 + VAT per person	
	9 February 2017 7.00pm – 9.00pm	Carlisle Area	<b>KAHSC subscribers</b> £60.00 + VAT per person	
	13 February 2017 7.00pm – 9.00pm	West Cumbria		
<b>Educational Visits Coordinator (Full Day or Half Day Refresher)</b> The essential OEAP accredited one day training course for new or never before trained Educational Visits Coordinators <u>AND</u> the half day Refresher course for EVCs whose training is more than 3 years old. Includes guidance on roles, responsibilities, risk management, best practice and current hot topics, delivered by highly qualified Educational Visits Advisor - <b>Richard Simpson</b> .	<b>Full Day Course</b> 9.30am – 4.30pm		£180.00 + VAT per person	
	March 2017	Carlisle Area	<b>KAHSC subscribers</b> £150.00 + VAT per person	
	March 2017	South Cumbria		
	March 2017	West Cumbria		
	<b>Half Day Refresher</b> 1.00pm – 4.30pm			£100.00 + VAT per person
	March 2017	St Michael's Church, Workington	<b>KAHSC subscribers</b> £85.00 + VAT per person	
	March 2017	South Cumbria		
<b>Food Safety Awareness (2 hr)</b> Delivered by Gordon Hastings, KAHSC this course provides delegates with relevant knowledge, skills and understanding of safe food handling, preparation, storage and cooking procedures. Ideal for those involved in the running of Breakfast and After School Clubs.	17 January 2017 4.00pm – 6.00pm	Carlisle	£60.00 + VAT per person <b>KAHSC subscribers</b> £45.00 + VAT per person	
<b>Health &amp; Safety for Site Managers (Full Day)</b> This full day course delivered by <b>Gordon Hastings</b> of <b>KAHSC</b> , 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.	28 February 2017 9.00am – 4.30pm	Carlisle Area	£180.00 + VAT per person	
	9 March 2017 9.00am – 4.30pm	West Cumbria	<b>KAHSC subscribers</b> £150.00 + VAT per person	
	30 March 2017 9.00am – 4.30pm	South Cumbria		

Can't find what you are looking for? Please let us know and we will do our best to find a course suitable for you.

