



Safeguarding, Health & Safety Consultants Ltd.

The Safety Scene

www.kymallanhsc.co.uk

SUMMER 2017

Making Sense of Safeguarding

ISSUE 18



THIS ISSUE:

New sexual communication charge

Training courses Autumn 2017

School 'hack' plans

Allergen Awareness

Concern Forms

Welcome to the Safety Scene Summer 2017...

Summer is finally here (we hope) which means we all need to be taking precautions to protect our skin.

The best way to stay protected is a combination of:

Shade – spend time in the shade under trees, umbrellas, canopies, tents or even by going indoors especially between 11am and 3pm when the sun is at its strongest.

Clothing – the more skin that is covered the better protected it is. Hats are a great way to protect the scalp as well as the neck and ears. Sunglasses protect eyes from harmful rays.

Sunscreen – this alone will not protect from the sun's harmful rays but is useful for protecting parts of the skin that can't be shaded or covered. Encourage parents to apply sunscreen to

children before school with further applications by the child themselves throughout the day. Younger children and those with special educational needs may need help with the application of sunscreen and it is perfectly acceptable for staff to do this.

From all at KAHSC, we hope you have a brilliant, safe summer and look forward to working with you over the upcoming academic year.

Does your website comply with statutory requirements?

As you will be aware, the first thing that Ofsted will look at when planning for a school inspection is your school's website. Following a number of requests from schools, we are now able to offer a service which checks your website to

ensure that school is meeting its legislative requirements in developing and communicating information to parents.

The service will cost £100.00 + VAT for KAHSC subscribing schools

(£120.00 + VAT for non-subscribers).

To take advantage of this service please contact Kym on kym@kymallanhsc.co.uk or call **01228 210152**.

Star Performers

This month we are praising yet more of you who have achieved outstanding results in recent LA Health and Safety audits following a pre-county audit, support from KAHSC and an incredible amount of hard work on the part of those involved in school. Our congratulations go to...



Victoria Junior School, Workington; Bransty Primary School, Whitehaven; Cummersdale School and Grange CE Primary School who recently received scores in the upper 90's in their audits. A special mention goes to Inglewood Infant School, Carlisle with a well-deserved score of 100%!! Well done to all involved, it's great to see all your hard work and continuous health and safety improvement pay off.

New sexual communication charge now in force



On 3 April 2017 a new Sexual Communication Charge was introduced under section 67 of the Serious Crimes Act 2015. The new charge makes it an offence for anyone aged 18 or older to send

children under 16 any form of communication either on or off-line with sexual content or aimed to encourage the child to make a communication which is sexual. It will apply to oral communication and written notes as well as emails and texts.

The offence will only apply where it can be shown that the defendant acted for the purposes of sexual gratification and was aware of the child being under 16. It is designed

to ensure that it does not criminalise ordinary social interactions between children and adults for example within families or in an educational context, or communications between young people.

The charge will carry a maximum prison sentence of 2 years and will automatically attract the notification requirements for registered sex offenders under the Sexual Offences Act 2003.

Schools encouraged to develop 'hack plans'

Online security experts are urging schools to develop stringent 'hack plans' in light of the recent cyberattacks on the NHS. An increasing number of schools are being hit by ransomware viruses which encrypt their data allowing hackers to demand large sums of money to return it.

Action Fraud, the national cybercrime reporting centre have

said schools using old Windows systems are the most vulnerable. If the system isn't secure enough the virus could access financial details as well as any other sensitive data that is held on the network.

As a starting point they are advising that school staff should not open links or attachments on devices connected to the school's network in case the message is

fraudulent, whilst a daily off site back up of systems allows data to be recovered without payment.

For more information about Ransomware and what you can do to protect your data visit the South West Grid for Learning's website at <http://swgfl.org.uk/> where there are various articles aimed to help you avoid the risks.

London Council fined after injury in D&T class



A London council has been fined after admitting a role in an incident where a 12 year old boy suffered severe hand injuries.

The boy's class was using hand saws and a belt sanding machine to make animal shapes out of plywood.

The boy concerned was using the machine for the first time along with other pupils in his class. He had been shown how to use the machinery by a fellow pupil and had no idea of the purpose of the metal guard which, at the time, was in a raised position. When the wooden shape was put against the belt it flipped downwards into the gap pulling his left hand forward and trapping it between the shape and the belt.

As a result, the top of his left hand middle finger had to be amputated down to the knuckle and he was absent from school for several weeks.

On investigation, the HSE found that the teacher had not received adequate training to recognise that the machine was in an unsafe condition or to recognise the risk of allowing pupils to use the machinery unsupervised and without suitable training. On the day of the incident the teacher was the only person supervising the class as they had been without a technician for 8 weeks.

London Borough of Islington pleaded guilty of breaching the Health & Safety at Work etc. Act 1974, was fined £200,000 and ordered to pay costs of £19,865.

Five year old girls locked in church crypt for two hours

Staff from an out of school club in York left two five year old girls locked in a pitch black church crypt for two hours while they watched a film with other children.

The two girls had gone to the toilet as staff were preparing to take all of the children to the cinema. A headcount had been done however staff failed to do another headcount as they were leaving the crypt and so the crypt door was locked and the lights

switched off with the two pupils still inside. The girls were not noticed to be missing until after the film had finished.

The girls were understandably traumatised by the experience and one is now undergoing counselling.

Following a complaint from one of the girls' parents, Ofsted are currently conducting an investigation into the incident.

The lessons to be learnt from this incident highlight the need for staff to remain vigilant and ensure that headcounts are undertaken frequently particularly at arrival and departure points to ensure that no pupils have wandered off and get left behind.



Myth



A school lollipop lady has been banned from waving at cars after a complaint from a member of public.

Whilst no-one wants to be a killjoy school crossing patrols do have a very important job in ensuring the safety of pupils crossing busy

roads. Their full care and attention is required at all times. Whilst no one wants to prevent people sharing a smile or a kind word with others, hand gestures can be misleading to those around them and a loss of attention could have serious consequences.



The importance of allergen awareness in schools



In November 2016 14 year old Nasar Ahmed fell ill after suffering a severe allergic reaction to milk in the meal he had eaten for his school lunch hours earlier. Nasar subsequently died 4 days later in hospital.

During the investigation that followed the Coroner suggested that had adrenaline been administered and speedier use made of an 'EpiPen' Nasar might have been saved. Unfortunately, staff were advised to wait for the emergency crews to administer the 'EpiPen' so it was not administered during the wait for paramedics to arrive.

It was also found that the school had underestimated the severity of Nasar's asthma, listing it as mild to moderate rather than severe and staff were unfamiliar with pupil's care plans unless they were due to take them on an educational visit.

All food handlers i.e. school meal and wraparound care providers (Breakfast and After-School Clubs) must receive training in relation to handling all requests for allergen information, the situations in which foods can be cross-contaminated by an allergenic food and the need to cross reference the IHCP for children with food allergies. They should be given basic training on the signs and symptoms of an allergic reaction and what to do and who to report to should this occur. Basic allergen training must be given to all staff on their first day of employment and before food handling duties commence with records of training kept.

School meal and wraparound care providers must liaise directly with school and be made aware of the contents of IHCPs for pupils with allergies and in particular what to do in the event of an emergency.

The ingredients used in each dish prepared must be recorded and be either displayed in the food preparation area, or be readily available to all relevant staff and keep a copy of the ingredient information on labels of pre-packed foods for example, sauces, desserts etc.

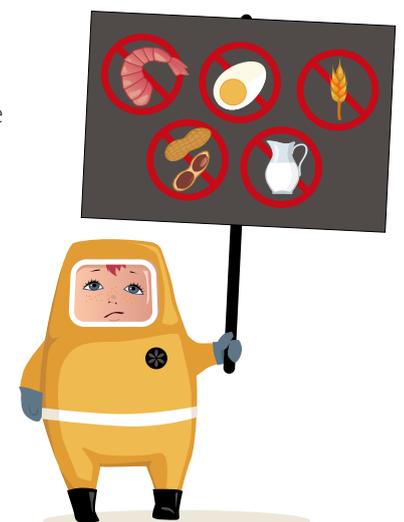
Ingredients must be kept in original containers, or a copy of the labelling information kept in a central place; allergen labelling information must be retained with each product and goods suitably enclosed to prevent cross-contamination with other foods when in storage.

School meal and wraparound care providers must ensure allergen information is kept up to date e.g. if foods purchased are changed or products substituted. Other potential food handlers (food technology, classroom baking, cookery clubs, nursery and other school staff serving snacks and treats etc.), must be aware of the 14 Major Food Allergens and take this into account for pupils with known allergies.

Similarly, these staff will also need to be aware of the contents of IHCPs for pupils with allergies and take this into account during practical lessons/sessions.

All staff must be aware of how to deal with a serious allergic reaction to food – it is not always apparent that a pupil has an allergy until they encounter a particular product. Those who are known to have allergies may well have been issued with emergency medication such as adrenaline in the form of a 'pen'. All staff must be aware of where to find the emergency medication and who can be contacted to administer the medication effectively. In all schools, more than one person will need to be trained to administer the medication.

Further guidance can be found in Safety Series **M02 - Managing Anaphylaxis and Allergies** available from the KAHSC website.



There are 14 major allergens which need to be declared when used as ingredients. The following lists these allergens and provides some examples of foods where they may be found:



1 CELERY

This includes celery stalks, leaves and seeds and celeriac. It is often found in celery salt, salads, some meat products, soups and stock cubes.

2 CEREALS CONTAINING GLUTEN

This includes wheat (such as spelt and Khorasan wheat/Kamut), rye, barley and oats. It is often found in foods containing flour, such as some baking powders, batter, breadcrumbs, bread, cakes, couscous, meat products, pasta, pastry, sauces, soups and foods dusted with flour. The cereal will need to be declared. However, it is up to you if you want to declare the presence of gluten with this.



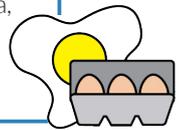
3 CRUSTACEANS

This includes crabs, lobster, prawns and scampi. It is often found in shrimp paste used in Thai curries or salads.



4 EGGS

This is often found in cakes, some meat products, mayonnaise, mousses, pasta, quiche, sauces and foods brushed or glazed with egg.

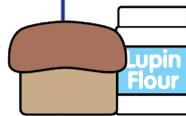


5 FISH

This is often found in some fish sauces, pizzas, relishes, salad dressings, stock cubes and in Worcestershire sauce.

6 LUPIN

This includes lupin seeds and flour, and can be found in some types of bread, pastries and pasta.



7 MILK

This is found in butter, cheese, cream, milk powders and yoghurt. It is often used in foods glazed with milk, powdered soups and sauces.



8 MOLLUSCS

This includes mussels, land snails, squid and whelks. It is often found in oyster sauce or as an ingredient in fish stews.



9 MUSTARD

This includes liquid mustard, mustard powder and mustard seeds. It is often found in breads, curries, marinades, meat products, salad dressing, sauces and soups.



10 NUTS

This includes almonds, hazelnuts, walnuts, cashews, pecan nuts, Brazil nuts, pistachio nuts, macadamia or Queensland nuts. These can be found in breads, biscuits, crackers, desserts, ice cream, marzipan (almond paste), nut oils and sauces. Ground, crushed or flaked almonds are often used in Asian dishes such as curries or stir fries.



11 PEANUTS

This can be found in biscuits, cakes, curries, desserts and sauces such as for satay. It is also found in groundnut oil and peanut flour.



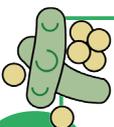
12 SESAME SEEDS

This can be found in bread, breadsticks, hummus, sesame oil and tahini (sesame paste).



13 SOYA

This can be found in bean curd, edamame beans, miso paste, textured soya protein, soya flour or tofu. It is often used in some desserts, ice cream, meat products, sauces and vegetarian products.



14 SULPHUR DIOXIDE

This is often used as a preservative in dried fruit, meat products, soft drinks and vegetables as well as in wine and beer.



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.

Safety Alert LIFEPAK 1000 Defibrillators

The Medicines and Healthcare products Regulatory Agency (MHRA) has issued an alert due to an identified fault affecting **LIFEPAK 1000 devices** manufactured by Physio-Control due to battery related problems.

There is a risk of the device unexpectedly shutting down due to an intermittent connection between the battery and device contacts because of wear and corrosion.

The manufacturer, Physio-Control, has sent a safety alert to those with the devices concerned, urging them to check the battery connection.

Any users who have yet to receive the safety alert direct from the manufacturer should contact Physio-Control **0808 258 0094**.

Guidelines for recommended use say LIFEPAK 1000 batteries should be removed and reinstalled every week.



For further details see <https://www.gov.uk/drug-device-alerts/all-lifepak-1000-automatic-external-defibrillators-aeds-risk-of-device-shutting-down-unexpectedly-during-patient-treatment-and-possible-failure-to-deliver-therapy>

Urgent Recall – Whirlpool Tumble Dryers



Whirlpool, the maker of Hotpoint and Indesit tumble dryers has now changed its advice to the owners of Hotpoint, Indesit and Creda tumble dryers manufactured between April 2004 and September 2015 telling customers to unplug the appliances and stop using them until they are repaired. This is due to an identified

defect where excess fluff can come into contact with the heating element leading to a fire risk. There is a self-service model checker on the Whirlpool website where you can determine if your dryer is affected <https://safety.hotpoint.eu/gb/index.jsp> or via a dedicated Freephone helpline on **0800 151 0905**.

Use of the 'Basket-Hold'

A recent report produced by The National Federation for Personal Safety looks at the use of the 'Basket-Hold' during physical intervention and the risks associated with this technique. Whilst this technique is still being taught it is considered by many to pose risk to both the person being restrained and the person doing to restraining.

The full report 'The use of The Basket-Hold' is available to download from the KAHSC website.

Lying down



Sitting



Standing



Concern Forms



A recent OFSTED report following an inspection at a school outside Cumbria, raised the issue of proformas to report concerns staff have about children. Although there is no requirement to use a concern form, all concerns must be in writing, so a form makes good sense to ensure that they are completed consistently. This particular school was graded down from outstanding to inadequate on the basis of poor record keeping.

The report stated:

- Discussions and decisions had not been recorded in writing;

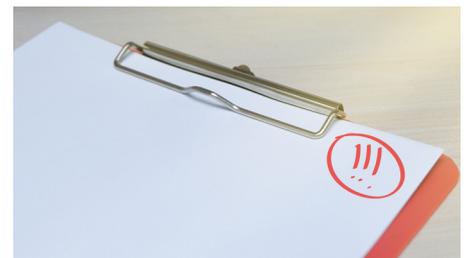
- Staff concerns were written on blank sheets of paper, meaning that they did not contain all the information necessary;
- The files did not show robust action had been taken (in some cases, files amounted to no more than a single sheet of paper);
- The school's system for recording concerns allowed information to be kept in different places.

When completing a concern form, staff must remember to include:

- Day (as well as date and time) - this helps to identify patterns;
- Name (enter the full name) - sometimes people only put initial or first names;
- Action taken - important for follow up and to show an accountability trail;

- Feedback given - so that staff can see an issue is being progressed, where it isn't staff can make their own referral.

As an initial record, there is no requirement to use the 'concern record' suggested in the Model Child Protection Policy and procedures. Schools are free to create a shorter, more user friendly format and complete a more in-depth version where necessary or required. It is important that pupils are not made aware that a concern record is being made about them so heading an initial 'slip' with ???????? or !!!!!!!!!!! would not alert a child or children to this fact.



Independent Inquiry into Child Sexual Abuse – Document Retention

On 12 March 2015 the Home Secretary established the Independent Inquiry into Child Sexual Abuse to consider whether public bodies – and other non-state institutions – have taken seriously their duty of care to protect children from sexual abuse. In July 2015 there was a request made to all Local Authorities by the then Chair of the Independent Inquiry which related to the issue of information and record retention. In relation to schools and other organisations, the request outlined the information which is required to be retained.

Schools are asked to retain any and all documents; correspondence; notes; emails and

all other information – however held – which contain or may contain content pertaining directly or indirectly to the sexual abuse of children or to child protection and care.

Current national and local guidance suggests that details of allegations against staff in relation to CSA should be destroyed after a period of time. This similarly applies to Child Protection records. This is no longer the case and all records relating to CSA must be held indefinitely or at least until the Independent Inquiry has reached its conclusion and public bodies/ institutions are informed to the contrary. Clearly, schools are still required to pass on Child

Protection information to the next school in accordance with statutory guidance.

Further and more detailed information as set out in the letter to Local Authorities on the exact information to be retained is available from the KAHSC website. <https://www.kymallanhsc.co.uk/Document/Download/4255>



Safeguarding, Health & Safety courses Available to book now!

To book a place: ☎ 01228 210152 | 📠 01228 210153 | ✉ julie.smithson@kymallanhsc.co.uk.

Safeguarding Essentials for Head Teachers

9.30am – 4.30pm

Non-subscribers: £180.00 + VAT per person
KAHSC Subscribers: £150.00 + VAT per person

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|-----------------|---------------|
| 3 October 2017 | West Cumbria |
| 5 October 2017 | Barrow Area |
| 10 October 2017 | Kendal Area |
| 12 October 2017 | Carlisle Area |

Health & Safety Essentials for School Governors

7.00pm – 9.00pm

Non-subscribers: £80.00 + VAT per person
KAHSC Subscribers: £60.00 + VAT per person

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|-----------------|---------------|
| 17 October 2017 | Barrow Area |
| 19 October 2017 | West Cumbria |
| 31 October 2017 | Kendal Area |
| 2 November 2017 | Carlisle Area |

Safer Recruitment

9.30am – 4.30pm

Non-subscribers: £150.00 + VAT per person
KAHSC Subscribers: £130.00 + VAT per person

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|------------------|---------------|
| 1 November 2017 | West Cumbria |
| 7 November 2017 | South Cumbria |
| 16 November 2017 | Carlisle |

Safeguarding & Protecting Children Level 1 for people who work with children

4.30pm – 6.30pm

Non-subscribers: £80.00 + VAT per person
KAHSC Subscribers: £60.00 + VAT per person

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|-------------------|---------------|
| 26 September 2017 | West Cumbria |
| 3 October 2017 | South Cumbria |
| 5 October 2017 | Carlisle Area |

Educational Visits Coordinator

Full Day 9.30am – 4.30pm

Non-subscribers: £180.00 + VAT per person KAHSC Subscribers: £150.00 + VAT per person

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|-----------------|---------------|
| 12 October 2017 | South Cumbria |
| 18 October 2017 | West Cumbria |
| 31 October 2017 | Carlisle Area |

Half Day 1.00pm – 4.30pm

Non-subscribers: £100.00 + VAT per person KAHSC Subscribers: £85.00 + VAT per person

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|-----------------|---------------|
| 10 October 2017 | West Cumbria |
| 16 October 2017 | Carlisle Area |
| 2 November 2017 | South Cumbria |