

## HEALTH AND SAFETY REPORT 2010

The annual health and safety audit was completed by Mr Parker (Site Manager) and Mr Slade on 29 June 2010. The BCBC audit tool was used and completed as per our usual practice. In all areas I feel the school is compliant with LEA policy and directives. The issues identified by the process are noted below together with the necessary outcomes, 'Section A' of report. Routine changes we have made and our reaction to health and safety notices of direction are included in 'Section B' of this report. If required the full audit document is available from Mr Slade.

### Section A: Issues identified from the Audit

1. Health and Safety Policy will need to be re-issued to all staff in September. Part of awareness raising/refreshing of the BCBC Corporate Policy. (DS)
2. There is still an issue surrounding the fire risk assessments we have and how fit for purpose they are. Letter to LEA needed to discharge our obligation. (DS)
3. Stress at the workplace. No new corporate policy since 1997 and no stress risk assessment procedure has been offered. Letter needed to LEA health and safety to address these twin issues. (DS)
4. Staff driving of mini buses, this situation needs clarification. The issue is 'are teachers competent persons to drive pupils in minibuses?' Letter seeking clarification is required. (DS)

### Section B:

1. This year we have received three directives from the LEA, each is noted with our response.
  - a. Bin safety/arson. We have made plans to construct brick built bin stores well away from buildings.
  - b. Window closings for first floor. We have complied and are awaiting the fabrication and fitting of window modifications.
  - c. Working at height. Staff informed of the issue.
2. Glazing. The fact that non-safety glass is in situ across the site has been identified as an issue. This is a LEA responsibility being rectified by the application of a safety film. This work has been commissioned by the LEA and is currently in progress.
3. A new accident reporting form was issued by the LEA and is now in use.
4. The main drive into school is pot holed; we are seeking LEA assistance in the matter.

5. CCTV. The campus coverage has both been widened and improved.

Note of Gratitude:

Health and safety is highly regarded by all staff at our school. The Health and Safety Committee meet each half term and I thank them for their diligence and commitment. Lastly thanks to named staff in departments who have specific responsibilities as well as Mr Parker our Site Manager.

A SLADE  
Deputy Headteacher