

Update



Welcome to Shropshire Council's Summer Health and Safety Bulletin
Please make sure all your staff get to see a copy.



As ever, our aim with this Bulletin is to up date you on relevant and topical Health & Safety issues.

With Best Wishes

Kevin Jenkins

Health and Safety Officer – Schools

**ASBESTOS
YOUR DUTY**



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We are all responsible for Health & Safety

Portable Appliance Testing (PAT)



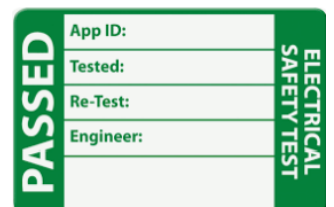
Is your PAT testing up to date?

Equipment in Educational Establishments in contact with children, Establishments with workshop environments or other hazardous environments - need to carry out PAT testing every **12 months**

This includes items brought into school by staff, ie electric tools, fans, radios etc

More information is available on SLG:

[PAT Testing](#)



Asbestos



**ASBESTOS
YOUR DUTY**

PLEASE REVIEW YOUR SCHOOL'S LOCAL ASBESTOS PREMISES PLAN FOR ASBESTOS MANAGEMENT

Property Services Group (PSG) have reviewed the general Asbestos Policy/Procedures document and the more localised template document - Asbestos Premises Plan for Asbestos Management.

Schools are asked to review/update their Asbestos Premises Plan for Asbestos Management using the slightly tweaked revised document (Attached below). The minor changes originate from recent HSE visits to Shropshire schools and feedback received from the enforcing authority.

The Duty Holder for each site (Head Teacher) should familiarise themselves with the revised Policy & Procedures for Asbestos also.

Any questions, please contact Gavin Curley, Statutory Compliance Officer – Asbestos & Legionella, Property Services Group (PSG) - Property and Development, gavin.curley@shropshire.gov.uk or telephone 01743 253157

Policies and procedures related to asbestos management are available on SLG:

[Asbestos Management Premises Plan](#)

[Asbestos Policy and Procedures](#)

[Asbestos in school - quick guide](#)



Trapped fingers



[A&E doors upgraded after child lost part of their finger](#)

Finger entrapment in doors remains a significant risk to all public buildings including schools, please ensure your assessment, checks and maintenance work (if required) is on going and effective.

Devices to prevent this are readily available and inexpensive.

[Read our latest news | Council updates | Waverley Borough Council](#)



Fire Safety



Training is now available at your school, Emma Cushing can come along and deliver the training at a time to suit you. Please email:

emma.j.cushing@shropshire.gov.uk to arrange.



What's coming up.....



2024	Fire Safety	Fire Safety with Fire Extinguisher	Fire Safety, Fire Warden and Fire Extinguisher	EVACCHAIR® User Training
September	Upon Request	30th 1.30-3.30 Lantern Shrewsbury	19th 2-4 Lantern Shrewsbury	Upon Request
October	Upon Request		31st 10-12 Helena Lane Ludlow	Upon Request
November	Upon Request	12th 10-12 Lantern Shrewsbury	14th 1.30-3.30 Lantern Shrewsbury	Upon Request
December	Upon Request	18th 2-4 Lantern Shrewsbury		Upon Request

List of Approved Fire Risk Assessors:

Shane Oliver	Activate Fire Safety Ltd	9 Admaston Road, Wellington, Telford TF1 3NB	01952 252205	07790 146847	shane@activatefiresafety.co.uk
Mike Ablitt	Unicorn Fire & Safety Solutions Ltd	6 Salendine, Shrewsbury SY1 3XJ	0845 519 9039	07828 190 515	info@unicornsafety.co.uk
Steve Walker	Hydrock Consultants Ltd	Over Court Barns, Over Lane, Almondsbury, Bristol BS32	01454 619533	07961 385885	SteveWalker@hydrock.com
Dave Watkiss	Faithful & Gould	Unit 2, Canal Arm, Festival Park, Stoke-on-Trent, ST1 5UR	01782 222 233		Dave.watkiss@fgould.com

Attending a First Aid training course



First Aid - Delegate Suitability

All proposed delegates need to be aware of the following, expectations, and level of fitness, before booking onto First Aid Training:

- First Aid is an active, practical, and interactive subject. You will normally be expected to act as a simulated casualty for the trainer and other learners and thus have close physical contact with others.
- You will be required to be physically able to kneel, twist, lie on the ground, bend over simulated casualties, roll casualties over and to perform simulated CPR on a manikin for at least two minutes continuously (breaths and compressions).

If you have any medical conditions or injuries which could affect your performance or may prevent you from taking a full and active part on the course, we may be able to make a reasonable adjustment. Please contact the trainer prior to the course.

Sports Equipment



Sports Equipment in Schools

If your school has freestanding equipment such as this, then you are advised to take note of the advice from afPE (The Association for Physical Education) as follows:



The Provision and Use of Work Equipment Regulations 1998, requires that all equipment should be subject to systematic and regular inspections to identify any signs of damage or wear and tear that may cause injury and to determine if the equipment is fit for purpose. These inspections should be carried out by the school and recorded

A minimum of an annual inspection of sports equipment / physical education apparatus should be carried out by a competent contractor such as Sportsafe, RoSPA or another suitably qualified contractor. Schools should familiarise themselves with the inspection report and ensure all actions are addressed

The frequency of inspections may vary depending on the environmental conditions / level of use and quality and durability of equipment. Eg. equipment that is subject to harsh outdoor conditions is likely to need more frequent inspections than that used in an indoor environment

Checks for free-standing basketball / netball posts should also include:

- The safe weighting of the posts ie. following the manufacturers instructions as to what the stand should be weighted with and the correct amount of weighting
- The system in place for checking the correct weighting is maintained
- How the unfixed posts are stored when not in use
- How posts are transported / carried from the storage area
- The suitability of the court / area where they are used
- The suitability of the weather conditions when in situ
- The equipment has been purchased from a reputable and reliable company that can guarantee its products are safe and well made. A British and European Standards Kitemark (BS and BS EN) on equipment provides assurance of this
- A suitable and sufficient risk assessment in place which includes the maintenance and inspection procedure

Training Programme



- * The 2024 fact to face additional programme of Health & Safety courses are now available to book on ERP or direct with the Trainer.
- * Where possible we are offering courses across the county, not just at Shirehall Shrewsbury.
- * Please let the Trainer know of any available training locations that can be considered
- * Courses can be arranged for on-site.
- * Where course fees are applicable these will be confirmed prior to the delivery of the course

Updates & Future Programmes:

- * A new Outdoor Play Equipment course has been developed
- * A new Noise course has been developed
- * Online and remotely facilitated courses are now in development
- * Pilot courses and a programme will become available for these new areas once finalised.

For any training queries please contact:

Emma Cushing emma.j.cushing@shropshire.gov.uk 01743 257906

Health & Safety Team health.safety@shropshire.gov.uk 01743 252819

	Asbestos Management	Control of Substances Hazardous to Health (COSHH)	Health & Safety Introduction (Online)	Legionella Management	Manual Handling Techniques	Outdoor Play Equipment (New)	Health & Safety for Premises Managers (New)
July		2nd 1.30-3.30 Shirehall Cancelled	<i>Under Development</i>			<i>Pilot Course TBC</i> <i>Further courses TBC</i>	
August							
September	12 th 1.30-3.30 Shirehall	19 th 10-12 Lantern Shrewsbury			5 th 2-4 Shirehall 11 th 9.30-11.30 Shirehall		
October	1 st 1-3 Helena Lane Ludlow	10 th 1.30 -3.30 Lantern		23 rd 10-12 Helena Lane Ludlow 24 th 10-12 Lantern Shrewsbury	17 th 1.30 – 3.30 Helena Lane Ludlow		
November					14 th 10-12 Lantern Shrewsbury		13 th 1.30-3.30 Helena Lane Ludlow
December	10 th 2-4 Lantern Shrewsbury	3 rd 10-12 Helena Lane Ludlow			19 th 10-12 Lantern Shrewsbury		10 th 9.30 – 11.30 Lantern Shrewsbury

	Risk Assessment	EVACCHAIR® User Training	Working at Height inc. Ladders, Steps and Platforms
July	2nd 10-12 Shirehall Cancelled 9 th 11-1 Shirehall		3rd 9.30-11.30 Shirehall Cancelled
August		Upon Request	
September	11 th 1.30 – 3.30 Shirehall	Upon Request	
October	22 nd 10-12 Lantern Shrewsbury	Upon Request	29 th 9.30 – 11.30 Helena Lane Ludlow 30 th 1.30-3.30 Lantern Shrewsbury
November	12 th 1.30 -3.30 Lantern Shrewsbury	Upon Request	
December		Upon Request	



Temporary Swimming Pools



The Use of Temporary Swimming Pools on School Sites

The safe management of swimming activities and swimming pools are an essential and important part of health and safety management for schools that undertake these activities. Robust arrangements must be in place to demonstrate that all health and safety risks are being adequately controlled.



The industry bodies 'Sport England' and 'Swim England' confirmed that

"All operations need to maintain the same standards as any other swimming pool"

The 'Pool Water Treatment Advisory Group' (PWTAG) stated:

"We understand that the use of this type of pool for school swimming has not been put before Sport England or Swim England, consequently it does not have their approval as it does not meet any of their design criteria. So as far as the pool water standard, quality and safety is concerned both we and Sport England and Swim England would require that the pools comply with the PWTAG Code of Practice and our current Technical Notes on the PWTAG website"

It is therefore recommended that before purchasing the services of any pool hire company, maintained schools and academy schools with an SLA, read the Shropshire Council guidance document and the associated documents i.e. PWTAG Code of Practice and current technical notes, (HSE) Swimming Pool Guidance Health and safety in swimming pools - HSG179 (hse.gov.uk), AfPE's 'Safe Practice in Physical Education and School Sport' (2020) – swimming activities, and ensure you fully understand the industry standards you should be complying with.

In advance of engaging a provider, please contact the Shropshire Council Health and Safety Team to notify them. Non-subscribing schools should contact their own health and safety provider for guidance.

Return from Summer holiday—checklist



Reminder - Flushing of infrequently used outlets – showers, taps and WCs.

As part of the suite of measures provided under the Shropshire Council commissioned Legionella risk assessment and monitoring, local building managers/staff are required to flush through any water outlets that are not used at least once per week, for a suggested 5 minutes on a weekly



Where?

Infrequently used showers and taps are defined as outlets used less than once a week. You should identify these outlets on your site.

When?

All infrequently used showers and outlets are to be operated for a suggested 5 minutes at least once per week.

How?

Identify the infrequently used showers and taps as discussed above;

- Run the hot and cold taps at full flow for time suggested.
- Flush all WCs with lids closed following system shutdowns and holiday periods of over one week's duration should be included when flushing all other water outlets.
- Ensure that this exercise is conducted at least once every week.
- In the case of showers this should be done creating as little aerosol as possible. This can be done by immersing the shower head in a bucket of water before turning the shower on.
- Maintain a simple record that you have implemented the flushing regime.

Following plant shutdowns and holiday periods of over one week's duration (where weekly flushing to all outlets has not been carried out), thermal disinfection should be undertaken by raising the temperature at the calorifier to 60°C for more than one hour (depending on the size of the water system) and running each outlet for five minutes, working back from the most remote outlet to the water heater. All hot outlets must reach 60°C for at least 5 minutes during the thermal disinfection process. Cold outlets shall be run with the respective hot outlet. Maintaining the weekly flushing of all outlets over any shutdowns or holiday periods removes the requirement for thermal disinfection.

For more information, please speak to PSG in the first instance.

Return from Summer holiday—checklist



Start planning now to ensure your school is less at risk!

The summer holidays are fast approaching. But while you start planning a relaxing break, your school is at risk. The statistics show that schools are most at risk from arson attacks towards the end of the summer holiday period.



Now is the time to start thinking about how to reduce the risk, by introducing controls that will make a potential attack more difficult.



- When did you last have your school's alarms serviced?
- Are your school's perimeters secure?
- Who will lock the gates to prevent unauthorised access?
- Are there any broken fences anywhere?
- Are the grounds and play areas free of debris, rubbish, contamination including sharps etc
- Are the bins in a locked bin store, and kept away from buildings?

School and Site Security

Consider security of the school buildings and temporary security of the contractor's working areas (e.g. Heras fencing and other measures to prevent unauthorised access to scaffolding and the roof, ladders removed at night etc).

It is important that school staff know that access to their school is controlled by the principal contractor when construction and maintenance work is being undertaken. School staff are effectively visitors to the school and must report to the principal contractor and sign in and out. There will be no access to areas where the work is taking place.

Where schools are hosting visitors (lettings, holiday clubs etc) over the holiday period, consider risks to them from the planned works.

Contact details



How to contact us?

Kevin Jenkins

Health and Safety Officer – Schools

Health and Safety Team

Occupational Health, Safety and Wellbeing

Resources Directorate

Shropshire Council

01743 253736

Kevin.jenkins@shropshire.gov.uk

A health and safety duty officer from the team is available to assist you on:

01743 252819

health.safety@shropshire.gov.uk



Where can I find help?

Health & Safety Arrangements—[Shropshire Learning Gateway](#)



Have a great Summer Break