

Health & Safety Review for the year 2019_20

The following is a review of the main Health & Safety areas impacting the School during the 2019_20 academic year.

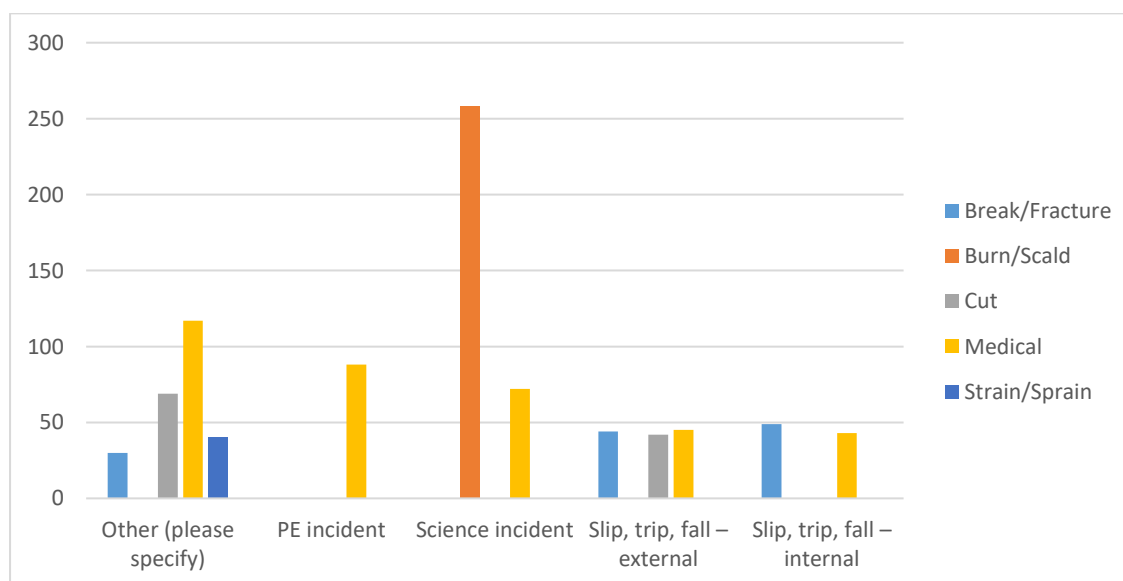
Covid-19

Since February, the majority of the H&S focus has been on managing the evolving pandemic. The site team, first aid staff and business manager formulated an extensive risk assessment, partial re-opening strategy and full re-opening strategy in conjunction with all impacted parties. This included additional measures to support the one-way systems, increased hand sanitisation facilities, purchasing screen guards to facilitate restart music lessons, construction of screens in staff workrooms, sneeze guards for reception areas, strategically placed tables for break time food delivery, demarcation of outdoor areas for lunch times, dedicated staff rest areas and the introduction of waiting areas for Science classes. New protocols and requirements were placed upon the lettings programme to ensure CoVid compliance. The inception of waiting areas, additional cleaning and the introduction of QR codes to assist the governments test and trace scheme. The team were responsible for re-opening cleaning and safety checks after the site had shut for nearly 3 months, including flushing all water tanks, legionella testing and deep cleaning.

Minor Incidents

A total of 23 minor incidents were recorded for 2019/20 – see attached graph for a breakdown by category. Each item is reviewed/followed up as applicable. There were no underlying trends identified for further action.

No items were RIDDOR reportable. The 3 items noted as potential break / fractures required no further treatment following medical assessment. The usual trend continues to be students not following science protocols and picking up hot items.



Work of H&S Advisory Service (Southend Borough Council)

It was intended that a spot audit of the building work and record management would take place, however this was interrupted by the Covid pandemic and hence no services were provided.

Zurich Insurance Engineering Inspections

In line with the terms of the School's insurance policy, Zurich Insurance completes 12-14 Monthly insurance inspections on various items of plant and machinery. These include Fume cabinets, all local exhaust ventilation systems (LEV's), boilers and associated plant and lifts – including the schools mobile elevated work platform or Genie lift. Minor remedial works were also performed on the Science goods lift.

Premises maintenance checks

An extensive range of periodic servicing and statutory testing was completed for Premises related items over the course of the year. The period of lockdown presented some logistical issues with engineers, but all H&S compliance checks and scheduled maintenance was completed prior to the school's partial reopening in June. Subcontracted servicing and testing work included PAT, Legionella, Swimming pool biological testing, boilers, air conditioning and ventilation systems (inc fire dampers), intruder alarm, fire detection/suppression equipment, fire curtains, emergency lighting, fire extinguisher, flood lights, moveable walls, kitchen roller shutters, kitchen gas appliances and interlocks, access control systems, CCTV, calorex, lifts, mansafe, lightning conductors, pest control, retractable seating, water cooler and flat roof maintenance. H&S risk assessments and/or action plans were completed for Asbestos management, caretaking, COSHH (Grounds, cleaning, swimming pool and CoVid), finger traps, fire risk assessment, Grounds H&S, ladders, legionella, lone working, manual handling (deliveries, staging, furniture moving), retractable seating, security, slips, trips & falls, snow/inclement weather, stress (site team only), swimming pool, vehicle/pedestrian and working at height.

There are no significant items of note to report.

Health & Safety Committee

The Health & Safety Committee met in October - meeting minutes have been provided. The main areas of concern remain the building works. All meetings from Spring term were suspended due to the H&S focus required on the Covid pandemic and will resume once school has settled into a new routine.

Health & Safety training for staff

Feb 20 - RFR achieved the L3 pool plant operator requalification.
Updated lockdown and BCP procedures were approved and communicated to staff.

Health & Safety training for students

As part of the building works, another assembly was given by MMU on the risks of building sites. A reminder of the school fire evacuation and lockdown procedures were included and a demonstration of the lockdown alarm held.