

Health & Safety Review for the year 2020/21

The following is a review of the main Health & Safety areas impacting the School during the 2020-21 academic year.

Covid-19

The majority of the H&S focus has once again been on managing the pandemic response, adapting our risk assessment as government guidance changed numerous times throughout the year. We have managed both our day to day operating environment and our lettings procedures to minimise risks to all our stakeholders. The site team once again carefully managed pool levels whilst hirers were not able to use the facilities and ensured that all other risks during the extended Christmas lockdown were well managed.

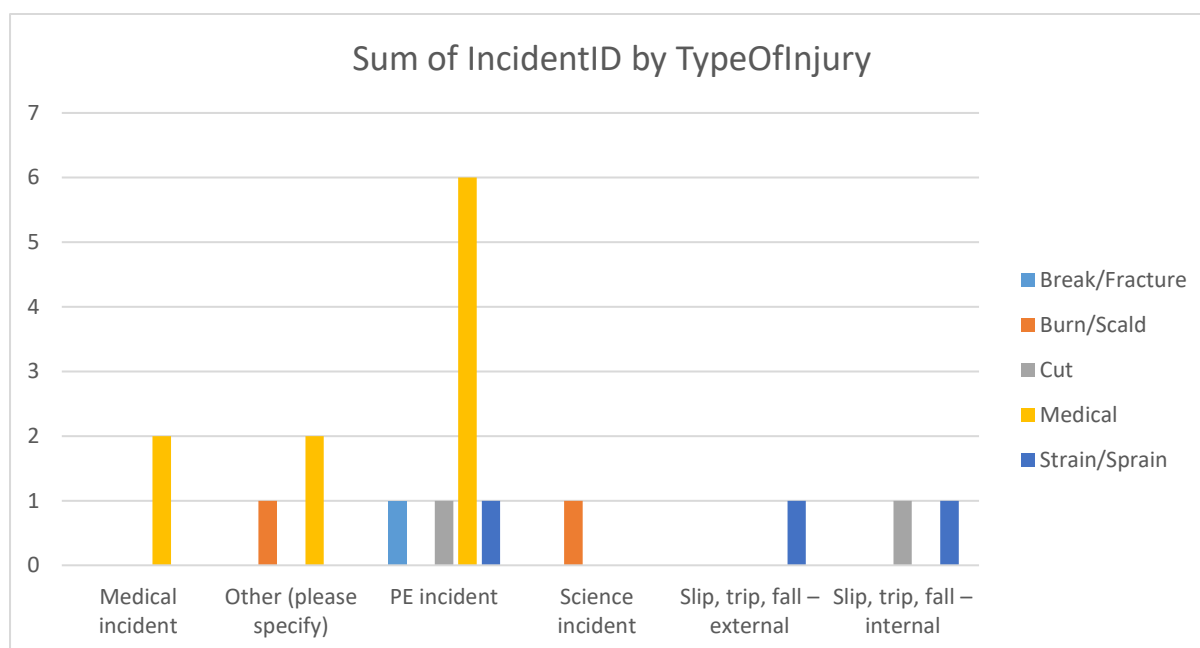
Building Works

Building works introduced additional H&S risks this year that have had to be carefully managed with the contractors. These were generally managed to mitigate or accept a low, managed, risk however there were occasions where the site team appropriately halted certain works where the risk was deemed unacceptable. The site team's constant vigilance throughout this project has been invaluable.

Minor Incidents

A total of 18 minor incidents were recorded for 2020/21 – 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 1 item noted as potential break / fractures did require treatment following medical assessment but was dealt with appropriately at the time and the extent of the injury did not manifest until later.



Work of H&S advisory service (Southend Borough Council)

No services were again provided by Southend Borough Council and their service proved to be unresponsive. Our subscription did not automatically renew in line with our agreement and this also proved difficult to resolve with them. Accordingly, for 21/22 we have moved back to ECC in order to ensure we had cover for our CLEAPSS subscription and we will do a more detailed review of providers for 22/23

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.

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 did not meet in the academic year due to the focus on response to Covid requirements. These will be resumed in 21/22.

All staff members were regularly provided with H&S updates, the risk assessments and an open door policy on escalating any Covid risks continued, with individual risk assessments in place for all staff who wanted one.

Health & Safety training for staff

Updated lockdown and BCP procedures were approved and communicated to staff.

Health & Safety training for students

A reminder of the school fire evacuation and lockdown procedures were included regularly through the year via form assemblies.