

# Health & Safety Schools Newsletter



**From:** Doug Brady - Health & Safety Advisor

**To:** All schools

**Issue No:** Summer Term 2011

Corporate Services

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## Here Comes Summer



The warm weather has arrived and soon many schools will find classrooms unbearable due to the heat. The following are some ideas worth considering that will help the situation.

- Encourage pupils & staff to drink adequate amounts of water as this can help prevent a range of health problems including **HEADACHES** see below for further info

<http://www.wateriscoolinschool.org.uk/learning.html>

- Summer uniform policy,
- Sports days to commence early morning rather than afternoon.
- If possible rotate the use of air condition rooms (ICT) for pupils & staff.
- Section 3 (15) of your Schools H&S Guidance Manual includes guidance for parents and staff on sun safety see below for further info.

<http://boris.bracknell-forest.gov.uk/15-sun-safety.pdf>

## Asbestos Checks



If a type 2 Asbestos Management Survey has been carried out on your school then you may have some highlighted areas that require annual visual checking. These checks should be documented.

Please get in touch if you require assistance or further information

## Correspondence



To ensure documentation security can we please ask that anything sent to us here at Easthampstead House via the internal post is placed in a sealed envelope. Also if sending any personal data or delicate information by email then ensure it is sent securely. If in doubt consult your IT Administrator. Thanks.

## RIDDOR



From 12 September 2011 you will still be able to notify fatal and major incidents and injuries by phone. All other reportable work-related injuries and incidents under RIDDOR (the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995) will move to a predominantly online system, with a suite of seven forms available on HSE's website. To report "RIDDOR" online: <http://www.hse.gov.uk/riddor/index.htm>

## Fire Brigade Callouts



With effect from 09:00 hrs on the 1 May 2011 Royal Berkshire Fire and Rescue Service (RBFRS) will not respond to Automatic Fire Alarm Systems operating in commercial premises between 09:00 and 21:00 (excluding residential care homes, sheltered accommodation homes and **SCHOOLS**). However when your school is not occupied the Fire Brigade will require a key holder to attend your site. Please ensure you have arrangements in place to comply and that your building has a nominated Keyholder who can respond when a fire alarm is activated out of normal working hours.