

Health and Safety Update

Spring 2021 Edition

Working together for the safety of all

Welcome back. We hope you are all well and safe. In this edition of the H&S Update Newsletter, you will find information regarding a variety of safety topics including Covid 19 information, HSE prosecutions, preparing for EU departure.... If you have any questions, relating to any article, please do not hesitate to contact any member of the H&S Team on _healthandsafety@slough.gov.uk

NEW COVID Schools Programme Officer

A new COVID schools programme officer, Heather Cook has started with SBC for 6 months.

Heather will be acting as the single point of contact for enquiries from education settings requiring COVID support and advice locally. Heather will support education settings with interpreting current national and regional guidance regarding schools/colleges response to COVID 19. She will act as a conduit between schools, Education Team, Public Health and Duty Desk providing guidance to schools and colleges experiencing an outbreak. She will be available to provide latest guidance on contact tracing requirements, bubble size, PPE and staff working arrangements..

If you need to contact Heather please email Heather.Cook@slough.gov.uk

Slips and Trips on Educational Premises

Slips and trips occur across all education premises. Slip and trip accidents in education premises happen for a number of reasons. They typically involve:

- running or carrying heavy or awkward items,
- wearing unsuitable footwear,
- poor lighting - particularly where there are uneven surfaces and changes of level
- contamination – both from wet surfaces – caused by water, and fluid spillages; and slippery surfaces - caused by contaminants eg food, litter etc.
- Obstructions – particularly bags and trailing cables

Slip and trip incidents are preventable - they are not inevitable. Most solutions are simple and low cost.

- Slip and trip accidents are often linked to cleaning regimes. A good management system will help to identify problem areas, establish sensible cleaning regimes to help reduce the risk of slips and trips.
- Footwear can play an important role in preventing slip incidents. Some staff eg kitchen personnel may need slip resistant footwear supplied as Personal Protective Equipment (PPE).
- Lighting is important - Poor lighting can obscure, while excessive light can cause glare and can again obscure hazards.

For more information click [here](#)

Schools Webinar

We are holding another schools webinar. The date for the meeting is:

Date: Tuesday 10th February 2021
Time: 10.00 – 11.00am

The details of the meeting are:

Format: Zoom. This can be downloaded as an app on mobile phones and laptops.
Meeting ID: 3126023755
Password: 802589

If you would like to attend, please confirm attendance to _healthandsafety@slough.gov.uk

Please email questions in advance, to the email address above. These will be treated anonymously so please ensure no personal details are provided.

Contacts....

If you need any H&S advice, please contact any member of the H&S Team on:

_healthandsafety@slough.gov.uk

Advisors can be contacted on:

01753 875046 or 01753 875742

Michael: Michael.hancock@slough.gov.uk

Vicki: Victoria.swift@slough.gov.uk

Robin: Robin.pringle@slough.gov.uk

Shameem: Shameem.din@slough.gov.uk

Gina: Georgina.watson@slough.gov.uk

Bhavini: Bhavini.Ranu@slough.gov.uk

Our administrator, **Chelsea Leigh Green** can be contacted on :

ChelseaLeigh.Green@slough.gov.uk



Fire Safety Management Training

Date: 24th February 2021
Time: 9.00 – 12.00

Online via ZOOM

To book please email: _healthandsafety@slough.gov.uk

Public Health England Education Webpages

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19>

www.slough.gov.uk
Slough
Borough Council

Statutory compliance and managing premises during the current national lockdown

It is important that, during the 'Stay at home' national lockdown and prior to re-opening, all the usual building checks are undertaken to keep the school safe.

Legionella

If buildings have been closed or had reduced occupancy during this period, water system stagnation can occur due to lack of use, increasing the risks of Legionnaires' disease. If water systems are managed correctly, then the risk can be suitably mitigated. Advice on this can be found in the guidance on legionella risks during the coronavirus outbreak.

Cold water systems

This includes tanks, sinks/basins/showers and drinking water outlets (taps and water fountains).

Ensure the following:

- Do not drain down systems.
- Increase the frequency of outlet flushing and temperature monitoring to maintain water quality within the entire system.
- If required, consider additional water quality testing at water outlets (closest and further from the main water source and those with little use) and drinking water outlets that remain in use.
- Ensure records are kept.

Domestic hot water services

This includes calorifiers/direct fired water heaters/sinks/ basins/ showers.

Ensure the following:

- Do not drain down systems or switch off hot water heaters, you should continue hot water generation servicing in line with manufacturers' criteria and normal operation.
- Water temperatures must be kept within limits recommended for the control of legionella bacteria in water systems. For reference, use the Approved Code of Practice and HSG 274.
- Regularly check hot water generation for functionality.
- Ensure records are kept.

If the hot water system has been left operational the hot water should be circulating as normal and regular checks, in line with guidance, should be carried out.

Re-opening after a lengthy closure

Before resuming normal operation, commission a water treatment specialist to chlorinate and flush the complete system for all hot and cold water systems (including drinking water) and certify the water system is safe before the buildings are reoccupied. Allow sufficient time for this activity, approximately 1 week before opening if possible.

Recommission all systems before re-opening, as would normally be done after a long period. This includes gas, heating, water supply, mechanical and electrical systems, and catering equipment.

Check your fire safety systems including making sure:

- all fire doors are operational
- your fire alarm system and emergency lights are operational

Clean and disinfect all areas and surfaces prior to reopening and if necessary, utilise pest control for insect infestations, particularly in the kitchen and/or food preparation areas. Deep clean the kitchen prior to reopening before food preparation resumes.

Additional advice on safely reoccupying buildings can be found in the Chartered Institute of Building Services Engineers' guidance on emerging from lockdown. See also Keeping occupied spaces well ventilated in the System of Controls section.

If you have any questions, please do not hesitate to contact any members of the H&S Team

Updated advice on protecting clinically extremely vulnerable workers

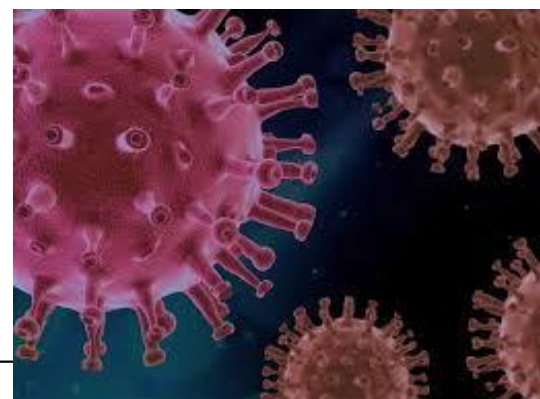
Schools should consider the risk to workers who are particularly vulnerable to coronavirus (COVID-19) and put controls in place to reduce that risk.

The HSE page on [how to protect vulnerable workers](#) during the pandemic has been updated to reflect the new national restrictions. From 5 January the government says that anyone who is clinically extremely vulnerable should not attend work and should only work from home, as coronavirus cases are rising rapidly across the country.

You can find guidance on who is clinically extremely vulnerable and what further support may be available from [Public Health England](#)

The HSE page on protecting vulnerable workers during the pandemic also includes advice on:

- supporting workers in higher-risk groups
- accessing COVID-secure precautions
- pregnant workers



Flow testing

Following the launch of rapid asymptomatic coronavirus (COVID-19) testing in secondary schools and colleges on 4 January, staff in primary, school-based nurseries and maintained nursery schools are also being offered the opportunity to take part in regular asymptomatic testing.

In response to the new testing requirement Slough Borough Council has created guidance for schools to follow. This guidance is FORM 0380 COVID Risk Assessment Template for COVID testing in schools

CLEAPSS Office

Following government advice the CLEAPSS Office is now closed until schools in England and Wales reopen.

CLEAPSS will continue to answer ALL helplines, and continue to develop both emergency guidance for COVID and longer term developmental guides across all the areas we cover.

For all 'normal' enquiries please email science@cleapss.org.uk or use the form on our website. <https://science.cleapss.org.uk/helpline/>

If you have an EMERGENCY i.e. pupil with chemical in their eye, a chemical spill, or radioactive issue. Then please call 07565 114 059 (available 8.30am-5.30pm weekdays).

Please do NOT call the above mobile number with routine questions like 'what is my password'.

Our key guides during this lockdown are below

[GL336 - CLEAPSS Advice during the COVID-19 / Coronavirus Pandemic](#) This gives details about how to safely 'shut down' your science department.

[GL338 - Practical activities for pupils attending school during extended periods of closure](#) This lists practical's you can do with key worker children who are still in school.

[GL339 – Practical activities for pupils at home during extended periods of school closure](#) This lists practical activities you can set pupils to do at home, as part of their home learning programme.

The rest of the CLEAPSS COVID-19 guidance is still available and relevant for planning for when schools reopen. We will continue to work with DfE / PHE / HSE in developing new / updated guidance to support schools in reopening.

[GL343 – Guide to doing practical work during the COVID-19 Pandemic – Science - Ver. 2.09](#)

[GL345 – Guidance for science departments returning to school after an extended period of closure](#)

[GL352 - Managing practical work in non-lab environments \(COVID-19 pandemic\)](#)

[GL353 - Guidance for schools where pupils spend all day in a lab \(COVID-19 Pandemic\)](#)

[GL362 - Sanitising eye protection](#)

Change of definition of a close contact

This is to advise that there has recently been a change in the definition of a close contact in relation to COVID-19. A close contact is now defined as:-

- anyone who lives in the same household as someone with COVID-19 symptoms or who has tested positive for COVID-19
- anyone who has had any of the following types of contact with someone who has tested positive for COVID-19 with a PCR test:
 - face-to-face contact including being coughed on or having a face-to-face conversation within one metre
 - been within one metre for one minute or longer without face-to-face contact
 - sexual contacts
 - been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day)
 - travelled in the same vehicle or a plane

An interaction through a Perspex (or equivalent) screen with someone who has tested positive for COVID-19 is not usually considered to be a close contact, as long as there has been no other contact such as those in the list above.

DfE guidance states that any members of staff who have provided close contact care to someone with symptoms, even though wearing PPE, and any other members of staff, pupils or students who have been in close contact with them, even if wearing a face covering, do not need to go home to self-isolate unless:

- they develop symptoms themselves, in which case, they should also arrange to have a test
- the symptomatic person subsequently tests positive
- they are requested to do so by NHS Test and Trace or the PHE advice service or PHE local health protection team if escalated

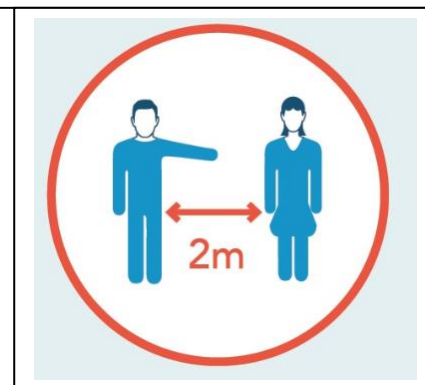
If you have any questions relating to this change or any other COVID-19 queries please contact the H&S Team on healthandsafety@slough.gov.uk

CLEAPSS user name and password has changed

The user name and password to access CLEAPSS services has changed. If you need to access please use the following:-

Username – mars

Password – Rover20



EVOLVE – Post BREXIT Travel

At the time of writing the Department for Education is advising against all International Travel. However, when travel restrictions are lifted your arrangements will need to consider the fact that Great Britain is no longer in the EU. Before any international travel we recommend you check the Foreign, Commonwealth and Development Office (FCDO) travel guidance, paying particular attention to 'Entry Requirements'.

Areas you should consider are:-

Passports

Prior to travel you must check all travellers (staff, volunteers and students, etc.) have:

- a valid passport with at least 6 months left until expiry from the date of return; and
- was issued within the last 10 years.

You will also need to check if there are visa requirements; this is especially important if any of your travellers do not hold a UK passport.

Travel Insurance and EHIC

Many schools/Trusts/LAs will have comprehensive travel insurance. Prior to travel you should consult your insurance policy regarding the country you are planning to visit. It is also important to check you are covered if you are undertaking adventurous activities whilst away, such as skiing or snowsports.

EHIC - After the 1st January 2021 the EHIC will not cover most UK citizens. It is therefore extremely important to check your insurance cover prior to travel.

Driving Abroad

If you are driving abroad, for example taking the establishment minibus, you may need extra documents from 1 January 2021. You might need an international driving permit (IDP) to drive in some countries. You might also need a 'green card' or valid proof of insurance and a GB sticker.

You can find out if you need an IDP here: <https://www.gov.uk/driving-abroad/international-driving-permit>

Communications

From 1 January 2021, the guarantee of free mobile phone roaming throughout the EU, Iceland, Liechtenstein and Norway will end. Many mobile providers sell a travel bolt on. Without this bolt on, international call charges can mount up. Many providers cap the spend at £45 and you will need to opt out to allow greater spend.

Providers

We recommend you travel with a provider who holds the LOtC Quality badge. You can check this by visiting kaddi.com. If you opt not to travel with a provider who holds this badge, please ensure they have appropriate bonding such as ABTA.

Further Guidance

- National Guidance - [7r Overseas Visits](#)
- [GOV.uk](#)
- [Healthcare for UK nationals visiting the EU](#)
- [Driving Abroad](#)
- [Visit Europe from 1 January 2021](#)
- ABTA - [Brexit advice for travellers](#)
- FCDO - [Foreign Travel Advice](#)

Health and Safety Myths - Can teachers remove a child's splinter?

Issue

Enquirer asked if teachers can remove a child's splinter?

Response

Given that most schools will have competent, qualified first aiders, there is no reason at all why they should not remove splinters, if they are partly exposed and easily removed with tweezers. If splinters are deeply embedded then parents should be consulted and professional medical help sought.

For more education Health and Safety Myths go to the HSE website <https://www.hse.gov.uk/myth/myth-busting/education.htm>

Radial Arm Drilling Machine Accident

L.S. Starrett Company Limited, a precision tool manufacturer, has been fined after an employee's index finger was severed and his thumb deeply lacerated in an incident involving a radial arm drilling machine.

Jedburgh Sheriff Court heard that on 2 October 2018, the hole saw operator was using a radial arm drilling machine when his glove became entangled, resulting in the injuries.

The Health and Safety Executive (HSE) issued two improvement notices to the company following the incident for failing to provide employees with appropriate training on the use of the radial arm drill and failing to carry out a suitable and sufficient risk assessment of the drill. This should have included informing employees not to wear gloves when using this type of machinery.

More information can be found here <https://press.hse.gov.uk/2020/12/21/precision-tool-manufacturer-fined-after-worker-severs-finger/>

Please ensure that you have a suitable and sufficient risk assessment for the use of all your machinery and gloves are not worn when using a radial arm drill.



ROSPA Advice for Playgrounds

It is important that playgrounds are suitably safe for use and have an effective inspection and maintenance regime in place.

Inspections

Playgrounds need to be inspected to ensure they are suitably safe for users. The British Standard EN 1176-1:2017 sets out a three tier inspection system: a) routine visual inspections, b) operational inspections, and c) annual main inspections.

ROSPA recommends that all playgrounds are up to date with their inspections.

Re-opening and Hygiene

Playgrounds must be opened in a safe way in accordance with government guidance. If the playground remains closed then it is important that it is still inspected. It is also important that any closure measures (such as signage and locks) remain in place and remain effective. These measures will need to be checked during routine inspections.

Click [here](#) for more information



London borough council fined after child sustains fatal injuries at playground

London Borough of Tower Hamlets Council has been sentenced after a five-year-old girl died when playground equipment collapsed on top of her at Mile End Park.

Westminster Magistrates' Court heard that on 17 July 2015, a child was swinging on a rope attached at one end to a wooden post, when the play equipment gave way. The post snapped at its base causing the wooden structure to collapse on top of her. She sustained fatal head injuries.

An investigation by the Health and Safety Executive (HSE) found that London Borough of Tower Hamlets Council had failed to ensure that an annual playground safety check was carried out. Investigators also found the post was made from wood that was unsuitable and had decayed.

The local authority had previously implemented a system of inspections to ensure that play equipment was safe to use. However, the play equipment had not been inspected by a playground inspector since September 2013. If the equipment had been inspected and tested for signs of rot, the risk may have been identified and appropriate action taken to remove and replace the equipment.

London Borough of Tower Hamlets Council pleaded guilty to breaching Section 3(1) of the Health and Safety at Work Etc. Act 1974. They were fined £330,000 and ordered to pay costs of £6,204.

More information can be found here <https://press.hse.gov.uk/2021/01/20/london-borough-council-fined-after-child-sustains-fatal-injuries-at-playground/>

Please ensure that you have all playground equipment inspected yearly and you conduct regular equipment checks