



LEA Support For Health and Safety in RBK Schools

Contact

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Introduction

The LEA has contracted a consultant to carry out health and safety checks in schools, which include:

- Health and Safety in Science and Technology.
- Borough Health and Safety Guidance, Information and Enquiry Service.
- Health and Safety in Physical Education.
- School Science Service {CLEAPSS} Affiliation.
- Ionisation Radiation Advisory Service.

Service Available To Purchase

Health and Safety in Science and Technology

- Annual monitoring of the safe condition of technology workshops and benches, heat treatment areas, bottled gas equipment, dust extraction systems, fume cupboards and spillage kits. Some of these surveys are carried out by the RBK staff and some by external firms at cost price, and/or by the insurance company's agents.
- Some of these annual checks are legal requirements. Reports are provided after the checks have been carried out.

- Technician and Teacher safety training and DATA certification in the use of Design & Technology equipment.
- Biennial monitoring / inspection of Science laboratories and classrooms by external consultants. Written action and recommendation reports to be provided after survey / inspection.

Borough Health and Safety Guidance, Information and Enquiry Service

- Regular circulation of key safety information resulting from changes in legislation and best practice.
- Responses given to requests for guidance on safety matters, including the interpretation of legislation.
- Health and Safety Audit of schools including an on-site visit, review of physical arrangements, documentation and procedures, etc.
- Health and Safety Handbook, available for viewing via the RBK Intranet.
- Local safety handbooks for Science and Technology.
- Regular safety courses for all school staff (including Headteachers, Teachers, Heads of Science, Technicians and Caretakers) {for which the charges are calculated separately}.
- Reporting to Health and Safety Executive on behalf of schools any accidents, which are reportable under RIDDOR {Reporting of Incidents, Diseases and Dangerous Occurrence Regulations 1995}.
- Accident/incident investigation where deemed necessary, including on-site visits.

Health and Safety in Physical Education

- Monitoring of the safe condition of all fixed and moveable physical education equipment and apparatus in a school's gymnasium or sports hall by an independent specialist. A report is provided on the results of the monitoring. Quotations will be provided for repair or replacement where this is found to be needed.

School Science Service {CLEAPSS} Affiliation

Affiliation to this national service, which is supported by almost every LEA and many voluntary aided and foundation schools, offers:

- A free laboratory safety handbook, with updates.
- Free "Which"- type guidelines on safety, equipment and curriculum matters.

- Free termly information leaflets.
- Free enquiry service, accessible on-line, on safety matters including new legislation.
- Hazards to advise teachers on COSHH matters.
- Training courses on safety.

Ionisation Radiation Advisory Service

- This gives access to the LEA's radiation protection adviser (RPA) via the Borough's radiation protection officer (RPO).
- The RPO liases with the RPA, the DfES and the Health and Safety Executive on behalf of schools on matters of legislation, stock, applications for purchase, and a school's own safety rules. Having access to a competent radiation protection adviser is a legislative requirement for schools.
- Maintenance of a central database listing radioactive sources held in schools.
- Please note: any charges arising from the removal of unwanted radioactive materials or major incidents are not included.

Level of Service	Charge
Health and Safety in RBK Schools – <u>Primary/Special/Nursery</u>	£0.90 per pupil
Health and Safety in RBK Schools and RPA – <u>Secondary</u>	£3.45 per pupil

Table: Cost of service levels

How To Purchase A Service

To purchase Health and Safety in RBK Schools, please complete and return the form below to Jackie Lawes by 31 March 2008. For further information, on Health and Safety in RBK Schools, please contact Brendon Hughes on 020 8547 6844 {Fax 020 8390 1081} or email him on Brendon.Hughes@rbk.kingston.gov.uk

Payment Arrangements

On receipt of the signed form, schools will be invoiced on a per pupil basis, calculations will be made using the January Census 2008 pupil numbers. Payment should be made by cheque (for cheque book schools), made payable to "Royal Borough of Kingston", or by journal transfer (for general ledger schools)