

April 6, 2011



# DISTRICT COUNCIL

## HEALTH & SAFETY REPORT

### 1. Monthly Inspection Reports:

Electronic copies of the monthly inspection report forms should be sent, as soon as possible, to the Carolyn Trigatti (OSSTF District 10 Office), Mike Dodman (C.U.P.E.), Betty Meyskens (Board Office Health and Safety) and Dave Page (OSSTF).

E-mail addresses for these people are as follows:

Carolyn Trigatti	OSSTF District 10 Office	<a href="mailto:office@osstfd10.ca">office@osstfd10.ca</a>
Mike Dodman	C.U.P.E. Representative	<a href="mailto:dodmanmi@lkdsb.net">dodmanmi@lkdsb.net</a>
Dave Page	OSSTF Health and Safety Representative	<a href="mailto:pageda@lkdsb.net">pageda@lkdsb.net</a>
Betty Meyskens	Board Office Health and Safety Secretary	<a href="mailto:meyskebe@lkdsb.net">meyskebe@lkdsb.net</a>

Mike Dodman (C.U.P.E.) and I will be reviewing these inspection forms at the monthly worker meetings. Please make sure that perpetual repeat items and any other major concerns are highlighted. Please ensure that both worker and management sides of the inspection forms are completed and signed off prior to sending them in.

Inspection checklists have been updated and Site Representatives should have received them via the Board's Health and Safety Officer.

### 2. Health and Safety Policies and Procedures:

The Lambton Kent District School Board has demonstrated that Health and Safety in its facilities is a very important consideration. Health and Safety Policies and Procedures are in place in many departmental areas. Administrative Procedures, pertaining to Health and Safety for all subject areas, need to be followed rigorously to avoid possible litigation/Ministry of Labour involvement. A teacher in a Mississauga High School was recently charged following a fire in a chemical lab.

### 3. Training for Site Representatives:

The four day Health and Safety Certification Part 1 training Workshop #6326 was completed at Wallaceburg District Secondary School on March 2, 2011. The course provided basic training to workplace health and safety representatives and an understanding of the Occupational Health & Safety Act, as it pertains to Joint Health and Safety Committee and employer and employee responsibilities. Part 2 must also be completed to be fully certified as a Joint Health & Safety Committee Member under the Occupational Health and Safety Act. Members interested in taking Part 2 should consult PD Place for particulars of dates and times, etc.

The Health & Safety Department will cover all registration costs. Supply costs are to be covered by your school, unless you are an actual committee member, then you are covered by Health and Safety. Permission must be obtained from your Principal or Supervisor before registering for such a course.

### 4. Health and Safety Audits / Visits to Schools:

Both myself and Mike Dodman (C.U.P.E.) can be made available for any monthly site inspection, should any Health and Safety Representatives feel that our presence would provide assistance.

Two secondary schools have been audited within the last month and they were Wallaceburg District Secondary School (on March 8, 2011) and Northern Collegiate Institute & Vocational School (on March 22, 2011). Reports will follow in due course but no major Health and Safety concerns were noted.

**5. Extension Cords:**

System wide there is an issue with the quantity of extension cords being used. They should be used on a temporary basis only – they need to be wrapped up at the end of the day and put away. The Joint Health and Safety Committee Representatives enquired as to what is the allowable limit for the “daisy” chain effect – how many can be put together. The Lambton Kent District School Board Health and Safety Officer is still researching this.

**6. Health and Safety Subject Specific Training / e-Learning:**

Mould, Ladder use, Slips/Trips and Falls modules have been released and should have been completed by all staff by now. W.H.I.M.S. training module is to be ready for training purposes this month. Asbestos and Advanced Ladder training modules are expected to be ready for September 2011.

**7. Science Prep. Course:**

There is currently no formal Science Prep. course in place for all new hires, or teachers new to teaching science. The Joint Health and Safety Committee recognizes that there is a need for such a course and to this end a half day Pilot course was held at Chatham-Kent Secondary School on Friday March 4, 2011 led by Kris Lee and myself. Six teachers attended a “hands on” session. The feedback was positive but as usual they felt that too much was trying to be covered in too little time. Further discussions will now take place between the Joint Health and Safety Committee and the School Board as to what happens next.

**8. Asbestos Exposure:**

Following an accidental possible asbestos exposure at one of our schools an investigation was carried out as to the protocols followed and I am pleased to report that the correct measures were taken by the Board as to making sure that the substance was removed and staff looked after accordingly.

**9. Violence in the Workplace:**

A summary report of the risk assessments, that were completed in 2010, by the secondary schools, was presented by the Wellness Officer at the last full Joint Health and Safety Committee meeting on March 10, 2011. It was noted that there seemed to be three main concerns that consistently came out of these assessments:

- 1) keys – no process or protocol for issue, return and control of keys;
- 2) school banking – need a written procedure for collection of monies and provision of receipts – needs to be standardized within the board;
- 3) Need Grade 8 to 9 protocol for high risk students.

The Wellness Officer welcomed any suggestions or improvements for future risk assessments. Risk assessments will be done a yearly basis. It was decided that the Risk Assessment package be sent out one week prior to the Health and Safety Representative Training to be held at the end of September 2011. This will enable the Principal and Health and Safety Representatives to review the package and discuss the information prior to the training day.