

June 1, 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 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	office@osstfd10.ca
Mike Dodman	CUPE	dodmanmi@lkdsb.net
Dave Page	OSSTF Health and Safety Officer	pageda@lkdsb.net
Betty Meyskens	Board Office Health and Safety Secretary	meyskebe@lkdsb.net

Mike Dodman (CUPE) 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, appertaining 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. Also following the tragic incident in an Ottawa High School Tech Department, staff need to be particularly vigilant.

The Tech and Science procedures need to be reviewed. John Ferguson will be reviewing these procedures with sub-committees. It was recommended that Tech and Science be compared, in order that they have similar procedures. These need to be updated as soon as possible.

### 3. Training for Site Representatives

Annual Secondary Health and Safety Representative Training will take place at Baldoon Golf Course (Banquet Room), Wallaceburg on September 29, 2011. Look for details in P D Place.

The Health and Safety systems audit process will be part of the Representative Training. It was felt by the Joint Health and Safety Committee that this is an important issue and that we need to educate Representatives with respect to the process. It is designed to evaluate Health & Safety policies and procedures throughout the school system and is not a vehicle to evaluate the Representative in terms of how they are doing their job. It is important that the Representatives understand the audit process before it happens at their school site.

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

Both myself and Mike Dodman (CUPE) 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 they were Wallaceburg District Secondary School (on March 8th 2011) and Northern Collegiate Institute & Vocational School (on March 22nd 2011). Reports will follow in due course but no major Health and Safety concerns were noted. The systems audit wrap-up meeting was held on May 10th. The Committee reviewed the system findings and discussed suggestions for improvement.

The Committee picked St. Clair Secondary School to replace Ridgeway District High School, due to construction at the site, for next year's audit.

#### **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 & 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 looked into this and reported back as follows: *“Health and Safety Officer: to send out a notification to the school (when this is mentioned on the inspection report) that it is not a code violation to daisy chain power bars. However, it is a recommendation that daisy chaining not be done. This is not a Health & Safety issue.”*

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

WHMIS and Basic Ladder training modules were released in April. The deadline for completion was May 6th. There have been some technical issues with the modules. It was noted that these issues need to be forwarded to Al Davies, so that he can look into them.

Ladder training is from a Ministry directive and is to be done annually.

Secondary staff is given a half day on the first PD day in September as their time allocation to do the required yearly Health and Safety training.

An Asbestos module is currently being worked on and is being planned for a September release date. An Advanced Ladder module is also being planned for release in September for staff who require this type of training.

#### **7. Science Prep Course**

David Page and Kris Lee have been working on finalizing the Science Prep Course for new to Science teachers. This course will be run at the beginning of each new semester. The plan for the upcoming new school year is to run a similar course as the pilot held in March 2011 at Chatham Kent Secondary School. David and Kris will finalize the dates – one course to be held in the North and one in the South. Details will be posted on PD Place and information sent to Curriculum Leaders.

#### **8. Violence in the Workplace**

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.