

November 3, 2010



# DISTRICT COUNCIL

## HEALTH & SAFETY REPORT

### 1. Monthly Inspection Reports:

Copies of the monthly inspection report forms (green) should continue to be sent, as soon as possible, to the District 10 Office. 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 sides of the inspection forms are completed and signed off prior to sending them in. Representatives can, of course, also continue to forward electronic versions to the District Office ([office@osstfd10.ca](mailto:office@osstfd10.ca)).

### 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. The Administrative Procedures for Family Studies were passed by Executive Council in October and should be unveiled very soon.

### 3. Training for Site Representatives:

The date and location has been confirmed for the annual Secondary Health and Safety Representative Training.

#### Location / Time:

Wallaceburg District Secondary School - November 10

The training session will run from 9:00 am - 3:00 pm.

An email should have been sent out to the Health & Safety Committee, Principals and Health and Safety Representatives at each location advising of the session.

Two Health and Safety Certification - Part 1 courses are also planned for this year and they are as follows:

1) November 15, 16, 29, 30, 2010

Wallaceburg District Secondary School

8:30 am – 4:00 pm

Staff planning to take this course, **must register using PD Place -- Workshop # 6289.**

2) Dec. 6, Jan. 17, Feb. 16, Mar. 2

Wallaceburg – further details yet to be announced.

Staff planning to take this course, **must register using PD Place -- Workshop # 6326**

The course provides basic training to workplace health and safety representatives and an understanding of the Occupational Health & Safety Act, as it pertains to JHSC and employer and employee responsibilities.

Staff must attend all four days in order to successfully complete Part 1. Both Part 1 and Part 2 must be completed to be fully certified as a Joint Health & Safety Committee Member under the Occupational Health & Safety Act.

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.

#### **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.

The policy is that five schools within the Lambton Kent District School Board will have their Health and Safety Inspections audited annually. Two secondary schools will be audited this year. Once they have been selected the schools will be contacted and arrangements made to complete the audit.

#### **5. Working Alone:**

The Administrative Procedures for Working Alone / Violence in the Workplace was passed by Executive Council in October.

The morning session of the annual representative training will focus on Risk Assessment in our schools and review Bill 168.

#### **6. Designated Substances in Chemical Storage Areas:**

Kris Lee has completed an assessment on the safe use, storage etc. of Lead, Mercury and Silica based substances in all schools. The Health and Safety Officer for Lambton Kent District School Board will, in conjunction with John Ferguson, review the recommendations and then consult with the Curriculum Leaders for Science.

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

A Science Health and Safety training day was held last month for Curriculum Leaders and all staff teaching science. Feedback from those who attended is being sought so that any improvements necessary are taken care of for future training sessions. It should be noted that many teachers were unable to attend. A new teacher "Science Preparation" course is still being investigated.

Web based tutorials are still being developed to allow staff to be trained with respect to Mould, Ladder use, Slips/Trips and Falls etc. These are specific to our kind of workplace and should be ready to view in the near future.

**Dave Page,  
District 10 Health and Safety Officer**