

Health & Safety Schools Newsletter



From: Andy Anderson, Senior Safety Adviser

To: All schools

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Environment & Leisure Department

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Welcome

Welcome to your school's Health & Safety Newsletter, keeping you informed of what's happening and giving you the opportunity to input your news and views.

Jewellery & Physical Education

All jewellery and other personal effects should be removed or protected before any physical education lesson takes place. Like other rules on safety, this should be made clear to pupils and applied consistently and firmly. Any requirement concerning dress or jewellery should be able to be justified for safety reasons. Detailed discussion may be necessary where pupils wish to wear particular clothing or jewellery for cultural or religious reasons and then it may be necessary to prevent the pupil participating in the activity. A disclaimer letter from a parent accepting responsibility for their child wearing the jewellery is **not an option** as jewellery has the potential of injuring another child. It is always a good idea to include the school rules in your prospectus so that parents are aware of them on admission.



Display Screen Equipment (DSE)

All schools have staff who work with computers eg: Administration Assistants, Bursars, Finance Officers, School Secretaries etc. During visits to schools Safety Advisers observed that some members of staff would benefit from adjustments to their display screen equipment, furniture or by adopting a good posture. Some school staff who work with computers have raised concerns about aches and pains they experience whilst working at their DSE workstation.

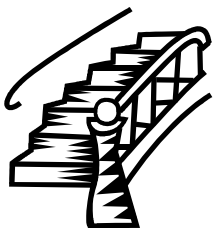


This is a reminder that assessments are required for all your school DSE workstations. Assessments must also be subject to a process of review. It is recommended that all staff receive appropriate training, to make sure they can use their workstation safely and know how to avoid health problems. This can be arranged by contacting Christine Ogles or Susan Dyckes (01344 352293/4) in Training and Development, Corporate Personnel.

A copy of the Health and Safety Executive's (HSE's) guidance leaflet INDG36 8/00 is available free from the HSE's website: www.hse.gov.uk/pubns/indg36.pdf. It answers some of the most frequently asked questions and outlines what staff should do to comply with the Regulations. It also suggests some simple adjustments that can be made to workstations and screens to make them more comfortable and easy to use. The guidance also outlines what employers should do to comply with the DSE Regulations.

For more detailed information refer, to Section 3(5) of the Corporate Health and Safety Manual (yellow binder). http://bfnet.bracknell-forest.gov.uk/environment/health_and_safety_at_bfbc.htm

Staircases



An accident reported before the summer months has highlighted that all staircases should be appropriately secured. All open sides should be secured with an upper rail at 900mm and a middle rail. Handrails should be provided on both sides if there is a particular risk of falling, eg: if the staircases are heavily used, have narrow treads or are subject to spillages.

