

April 1, 2014



# DISTRICT COUNCIL

## HEALTH & SAFETY REPORT

### 1. Monthly Inspection Reports:

It has been noted that not all high schools are completing the necessary Health and Safety inspection each month. It is very important that these inspections are carried out and that the inspection report is sent as soon as possible, using the appropriate software. Please ensure that the report is **not** filed outside of the month the inspection was carried out. Reports should be sent to the following persons:

Jennifer Snary (Board Office H&S Secretary) – [Jennifer.Snary@lkdsb.net](mailto:Jennifer.Snary@lkdsb.net)  
Carolyn Trigatti (Executive Assistant – District 10) - [office@osstfd10.ca](mailto:office@osstfd10.ca)

The following persons are both willing and able to assist with inspections if necessary.

Dave Page (O.S.S.T.F. H&S Rep.) – [David.Page@lkdsb.net](mailto:David.Page@lkdsb.net)  
Mike Dodman (C.U.P.E. H&S Rep.) – [Michael.Dodman@lkdsb.net](mailto:Michael.Dodman@lkdsb.net)

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

Please be aware that Admin. Policies and Procedures, appertaining to Health and Safety for all subject areas, need to be followed rigorously to avoid possible litigation / M.O.L. involvement. These should be reviewed by each Dept. within a school at the beginning of each semester.

### 3. Health and Safety Training:

OSSTF members should consult PD Place for the next available sessions. Site Specific – Part 2 Certification Training is scheduled on April 7, 8 & 9, 2015. H & S Officer notified the Committee that the new certification requirements are coming into effect September 2015. If staff complete certification prior to September 2015, staff will be certified for life. After September 2015, re-certification will be required every 3 years.

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

LCCVI was to be audited on March 9<sup>th</sup> 2015 postponed until April 9<sup>th</sup> 2015. NLSS still scheduled for April 24<sup>th</sup> 2015.

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

Some staff are having problems with the E-training program. System will not let some staff move forward once in the training module. Staff should contact Sheri Ingles or Al Davies when experiencing issues with the training program. H & S Office notified Committee that E-training Asbestos module is now out to be completed.

## **6. Violence in the Workplace / Risk Assessment Survey:**

The electronic version should have been out to all secondary staff during Feb. 2015. Survey now slated to be released after March Break.

## **7. Emergency Drills:**

Some concerns have been raised from one of our schools concerning the "Lockdown" procedure.

During the "lock down" many staff did not have classroom doors in the locked position. It seems that staff are not aware of the policy for having the classroom doors in a locked position at all times during the school day.

Another concern was with the locks on office doors that are between two classrooms. One classroom was left open and unattended. A possible "shooter" could easily then access the office.

Lockdown procedure instructs teachers on prep. to ensure no students are in hallways or washrooms. This means putting oneself potentially in harm's way. A teacher followed this and found a student. They were then both denied subsequent admission to a classroom already in "lock down". Teacher eventually went into an office with the student and locked the doors and spent a very uncomfortable 15 mins. in the dark etc.

The JHSC's concern was; what are the teachers really expected to do in a "lock down" situation?

H & S Officer has been asked to discuss these concerns at the next Safe Schools meeting and seek to revamp the policy making sure that staff are not put at risk bearing in mind that the policy is primarily designed to help protect the students.

## **8. Kent Skills Centre: Diesel fume issue**

A new location is still being looked at in downtown Chatham on King Street. It is hoped that staff will be able to move in by next September, hopefully earlier.

## **9. JMSS: Tech. Shop layout and Air Quality issues:**

Tech shop layout has been modified. The side walls have been removed and new bigger windows have been installed on the remaining walls.

Bulding Services are to follow up with the Air Quality issues in the handicapped washroom in the South Wing. Possible facility change.

## **10. "Goodwill" Donation Boxes:**

Ongoing - H & S Officer shared with the Director the JHSC's concerns about the "Goodwill" donation boxes that are used to raise money at schools and that one school uses the "Goodwill" donation box as part of the curriculum.

H&S direction at a later date once the Director has had a chance to follow up with the Program Department on the concern.

### **11. Asbestos and Floor Tiles:**

Worker Reps. still intend attend a staff meeting at NCIVS to discuss issues raised there about crumbling floor tiles and whether or not they contain asbestos.

Reminder: It is the 9 inch square tiles which cause most concern in this regard, the 12 inch square ones are not so much of a concern. The asbestos reports in each of our schools will indicate that floor tiles throughout the building **MAY** contain asbestos. The H&S Dept. does not have the funding to request testing of all floor tiles but stresses that new replacement tiles **DO NOT** contain any asbestos. Crumbling floor tiles should therefore be treated as possibly having asbestos in them and appropriate actions should be taken to replace/repair them. The subfloor should also be carefully dealt with too when this task is carried out.

### **12. Sports Field Maintenance:**

This has been tendered out to specialist companies who will have the appropriate credentials etc. This will include grass cutting and line marking (at the right time). OSSTF members are **NOT** to get involved with maintaining them anymore. RFP is almost complete. Target date is spring.

### **13. New MSDS labeling / WHMIS System:**

Ongoing - The H & S department has indicated we are evaluating a joint purchase with Windsor Board and the St. Clair Catholic Board; as both Boards are experiencing the same issues with the current MSDS system. Looking at "Wellnet" as one option as it can be married with "e-base", which is a work order processing system used to attach MSDS information to a work order that, involves a controlled product.

### **15. Acid Pits:**

Please advise the JHSC if the acid pit(s) in your school emit any smells at any time of year as soon as they do. This is an ongoing issue and design flaws need to be fixed.

CKSS has had numerous air quality issues with their "Acid Pit" this past month. CKSS H & S reps have filed a Potential Incident. H & S consultant was contacted. Golder Associates came and did an inspection of the pit with CKSS staff on March 11, 2015. No follow up information available at this time.

Dave Page  
H&S Officer District 10  
Wednesday, April-01-15