

January 13, 2016



# DISTRICT COUNCIL

## HEALTH & SAFETY REPORT

### 1. Monthly Inspection Reports:

It is very important that these inspections be 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 Health and Safety Secretary	Jennifer.Snary@lkdsb.net
Carolyn Caldwell	Executive Assistant – District 10	office@osstfd10.ca

The following people are both willing and able to assist with inspections if necessary:

Jim Stover	OSSTF Health and Safety Representative	Jim.Stover@lkdsb.net
Mike Dodman	CUPE Health and Safety Representative	Michael.Dodman@lkdsb.net

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

Please be aware that Administrative Policies and Procedures, appertaining to Health and Safety for all subject areas, need to be followed rigorously to avoid possible litigation / Ministry of Labour involvement. These should be reviewed by each Department within a school at the beginning of each semester. Updated Administrative Policies and Procedures received via system wide e-mail on occasion should also be reviewed.

### 3. Health and Safety Training:

OSSTF Health and Safety Representatives should consult PD Place for the next available sessions. As of September 2015, re-certification is required every 3 years

#### 4.1 Violence in the Workplace Survey:

The response to this survey has been disappointing to date. The survey will be left open another week. Some questions were difficult to answer.

#### 4.2 Tendered Inspections:

Drama and Art RFP has been delayed until June. Hoists and fume hoods have been inspected. North Lambton fume hood needs repair.

#### 4.3 Working at Heights:

This administrative procedure is being updated to include guard railings on roofs that are frequently accessed and members will be notified when the new administrative procedure is approved.

#### 4.4 **PPE Committee: Follow-up i) Virox Wipes for Cleaning Student Safety Glasses:**

At some schools shared safety glasses become laden with makeup residue. Virox Wipes will be provided to remove makeup residue from safety glasses in shops and labs. Heather Curl will contact CL's about the details on the virox wipes.

#### 4.5 **Family Studies Training: Update (Health Unit):**

Family Studies Safety Procedures No: A-BU-530-10 recommends that Family Studies teaching staff have the Food Handlers Certification Program. The classroom version of the Food Handlers Certification Program offered by the Community Health Services Department is one day long (plus an exam after).

#### 5.1 **School Audits 2015 - 2016:**

South	Blenheim District High School	Tuesday, February 23, 2016
North	Alexander Mackenzie Secondary School	TBA

#### 5.2 **MSDS / WHMIS:**

A replacement is being sought for [www.msdsforschools.ca](http://www.msdsforschools.ca) because there are problems with updates and limitations with labels. A number of Boards and municipalities are co-operating on a replacement. Wellnet system is being implemented and members will be kept updated.

#### 5.3 **"Goodwill" Donation boxes – Update:**

Concern has been raised over safety issues for people who sort through the donations. Issues with bedbugs, fleas, needles, flammable furniture and other hazards have been raised.

#### 5.3.1 **Sawdust - Consultants recommendations (CKSS/North/South Maintenance Shops):**

Thus far it has been determined that the portable dust collection units are not adequate and are a tripping hazard. Dust Collection system is on the maintenance forecast for CKSS. The Board is looking into moving a disused unit.

#### 5.3.2 **Acid pits at CKSS– Sulfurous Odors from acid pits:**

The Consultant's recommendation is to be submitted.

#### 5.3.3 **Science prep room cleaning (Admin Procedure/Expectation) Custodial Manual Update:**

Science desktops to be treated as counters in family studies class. Art needs a procedure for cleaning bench tops.

#### 6.0 **Reports:**

#### 6.1 **Incident / Accident Reports: Student Aggression:**

A Board ad hoc committee has been established that is looking at student aggression in elementary schools. There will be a Secondary representative on committee. When safety plan for violent students is done, a Health and Safety Committee Representative needs to be present.

## 6.2 **Capital Projects 2015: Building Services have set Capital Projects:**

- LKCS – sports field phase 1 done (outbuilding is phase 2 for summer 2016)
- CKSS – A/C gym --- need to insulate duct works (retrofit) – over Christmas (but not 4 interior classrooms)
- NCIVS – phase 2 heating done ---- phase 3 front entrance + LED lighting (replace 2 rooftop units centre)
- Sarnia Lambton schools – LED lighting retrofit (30% reduction – 3-4 year payback)
- St. Clair – upgrades to accommodate students (add 3-4 portables)
- SCITS – maintenance
- WDSS – library improvement, track, gym floor, fitness centre

### 6.3.1 **National Earthquake Drill Day:**

National Earthquake drill - refer to safe schools (no drill in emergency plan – putting it back in)

### 6.3.2 **Proactive – Shop/Science Class Accommodations:**

Host tech teachers at AMSS for PD day focusing on accommodating students with disabilities (refer to Heather Curl).