

January 14, 2013



DISTRICT COUNCIL

HEALTH & SAFETY REPORT

1. Monthly Inspection Reports:

The monthly inspection report should be sent as soon as possible after the inspection has been carried using the appropriate software. Please ensure that the report is not filed outside of the month the inspection was carried out.

The following are persons who can assist with inspections if necessary.

Dave Page	OSSTF Health and Safety Officer	pageda@lkdsb.net
Mike Dodman	CUPE	dodmanmi@lkdsb.net
Betty Meyskens	Board Office Health and Safety Secretary	meyskebe@lkdsb.net

The Worker's Committee will be visiting and inspecting the various Adult Education Centres.

Site based OSSTF Health and Safety Representatives are requested to forward a copy of each report to District 10 Office. Please send to Carolyn Trigatti at office@osstfd10.ca.

This will continue until District 10 Office is granted access by the Board to the database.

2. Health and Safety Policies and Procedures:

The Lambton Kent District School Board (LKDSB) and its staff continually demonstrate that Health and Safety is taken seriously and very few orders / recommendations were made in comparison to other Boards after the recent Ministry of Labour visits to schools. It is gratifying to note that we have as a group been very proactive in terms of Health and Safety but we must all continue to be particularly vigilant and diligent with respect to Health and Safety concerns to avoid any possible infractions and charges being laid.

Curriculum Leaders are reminded to ensure that the relevant Administrative Policies and Procedures are brought to the notice of their Department members at the beginning of each semester as well as when updates occur.

3. Health and Safety Basic Training / Representative Training:

Individuals are encouraged to sign up via PD Place for Basic Certification courses.

The Joint Health and Safety Committee (JHSC) will begin working on the agenda for next year's Representative training workshop which will be held September 2013. The goal is to have the agenda set and all speakers in place by the end of June. Site based Representatives are asked to forward suggestions with respect to this training etc. to the JHSC as soon as possible.

4. Health and Safety Audits / Visits to Schools:

Two secondary schools (Tilbury District High School and Ridgetown District High School) will have a full Health and Safety Audits during the coming months. TDHS is scheduled for Monday, January 21st. No date yet for RDHS.

5. Eye Wash Stations / Emergency Showers:

The Administrative Policy and Procedure was finalized and approved. Schools have received notice of the new documentation. A sub-committee is looking at whether there is a need for eyewashes in Cafeterias and Family Studies Kitchens. Connie Ogilvie is reviewing this issue, looking at products being used and checking MSDS.

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

Please note that the Training Committee is looking at the whole e-training process and the issue of delinquency.

7. Science Prep Course:

A course is scheduled for start of Semester 2. Kris Lee will facilitate this course. Location is still to be determined. Please ask Science Curriculum Leaders to check if they have a teacher new to Science and arrange for that member of staff to sign up via PD Place.

8. Violence in the Workplace:

The Risk Assessment Survey has been distributed to all schools. It had a completion deadline of November 30th - not all surveys had been received back as of December 4, 2012. The Secondary JHSC is of the opinion that a new tool is needed to do these assessments and will be reviewing other school board's templates and also look at the possibility of an online completion of the survey. Our Elementary JHSC is agreeable to joining a sub-committee to review the process for next year's survey.

9. Emergency Drills:

The Secondary JHSC would like to see a set of protocols that are generic across the system for all schools, i.e. what is the protocol for the evacuation point?, is attendance being taken at fire drills?, does the "sweeping system" work?

Emergency Plans need to be reviewed at the beginning of each year. The LKDSB Safe Schools Committee will look at issues the Secondary JHSC has with respect to emergency drills and procedures.

10. Ministry of Labour Inspections:

No new visits have occurred. A summary report of the Ministry of Labour Inspection findings will be placed on the Portal under Ministry of Labour Information tab. Bill Sisler of PSHA will be visiting each school independently to review the lathe shields in the Technology Shops. A site by site assessment will be completed.

11. Security Access Card/Key Policy:

Pilot programs are planned for the Sarnia Education Centre, Chatham Education Centre, Northern Collegiate, Sarnia Collegiate and Chatham Kent Secondary Schools.

12. Asbestos Awareness:

A Powerpoint presentation for asbestos training is available on the LKDSB Portal.

Health and Safety Officer was asked to notify Principals that the Asbestos training presentation and report is available on the Portal for all staff. Principals will then need to review their own school's asbestos survey/report with all staff in their building.

13. Footwear Policy/Procedure:

The current footwear policy is very general and needs to be reviewed/ updated. This will occur over the next few months.

Dave Page, Health and Safety Officer
OSSTF District 10