

November 7, 2012



# 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 & Safety Representative     | <a href="mailto:pageda@lkdsb.net">pageda@lkdsb.net</a>     |
| Mike Dodman    | CUPE                                     | <a href="mailto:dodmanmi@lkdsb.net">dodmanmi@lkdsb.net</a> |
| Betty Meyskens | Board Office Health and Safety Secretary | <a href="mailto:meyskebe@lkdsb.net">meyskebe@lkdsb.net</a> |

Mike Dodman (CUPE) and I review these inspection reports at the monthly worker meetings.

OSSTF District 10 Office has repeatedly requested access to view the secondary inspection reports on the site inspection software. Previously, they had received a written copy of the report and currently they do not receive any reports as they do not have access to the online system. The Health and Safety Officer has agreed to take this request to Executive Council again for discussion / approval.

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

The Lambton Kent District School Board has demonstrated 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. Training for Site Representatives:

Annual Secondary Health and Safety Site Representatives training took place at Baldoon Golf Course, Wallaceburg on September 26th. 2012.

The following are the dates and venues for upcoming Basic Certification training. Please register via P.D. Place.

|                   |                                                |           |                                        |
|-------------------|------------------------------------------------|-----------|----------------------------------------|
| November 14, 2012 | JHSC Basic Certification Training (Day 1 of 4) | 8:30 a.m. | Sarnia Education Centre Lakeshore Room |
| November 21, 2012 | JHSC Basic Certification Training (Day 2 of 4) | 8:30 a.m. | Sarnia Education Centre Bridge Room    |
| November 28, 2012 | JHSC Basic Certification Training (Day 3 of 4) | 8:30 a.m. | Sarnia Education Centre Gallery Room   |
| December 5, 2012  | JHSC Basic Certification Training (Day 4 of 4) | 8:30 a.m. | Sarnia Education Centre Gallery Room   |

#### **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 Audit during November and December 2012. Tilbury District High School on November 19, 2012 and Ridgetown District High School on December 10, 2012.

#### **5. Eye Wash Stations / Emergency Showers:**

An Administrative Policy and Procedure was finalized and approved. Schools have received notice of the new documentation.

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

Secondary staff is supposed to be given a half day on the first PD day in September as their time allocation to do the required various yearly Health and Safety training modules. Please advise OSSTF if this is not the case in your school.

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

#### **7. Science Prep. Course:**

This is scheduled to run in the first two weeks of each semester for new hires and those new to teaching Science. It actually only ran last week – 7 weeks into the semester. Heather Curl the LKDSB Program Consultant for Science (amongst other things) is looking into why there was such a delay and making efforts to ensure the same delay does not occur in semester 2.

#### **8. Violence in the Workplace:**

Risk assessments have to take place on a yearly basis. The Risk Assessment Survey is to be e-mailed to Principals who will then hand it out to all staff for input / completion. If this does not occur let OSSTF know.

#### **9. Emergency Drills:**

The Safe Schools Committee is continuing to look at the basic parameters / procedures of emergency drills to ensure consistency across the District.

#### **10. Ministry of Labour Inspections:**

Health and Safety Officer is still in the process of preparing a summary report of all inspections that have taken place. Ministry of Labour orders are public record. They will only be shared with the elementary committee at this time.

#### **11. Use of School Facilities after regular hours:**

The JHSC has a concern (Health and Safety and Custodial) that there is a gap between what is actually happening in our facilities and Community usage. The issue mainly concerns summer / holiday activities and after regular school usage. A permit is actually required for these time frames and staff need to be reminded of this procedural requirement.

Dave Page, Health and Safety Officer  
OSSTF District 10