

September 12, 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 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. I have not yet received the decision from Management Council which met on June 7<sup>th</sup>, 2012.

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

The Lambton Kent District School Board has demonstrated that Health and Safety in its facilities is a very important consideration. Health and Safety Policies and Procedures are in place in many departmental areas. Administrative Procedures, appertaining to Health and Safety for all subject areas, need to be followed rigorously to avoid possible litigation / Ministry of Labour involvement. The MOL recently visited school Science and Tech areas following recent incidents in Mississauga and Ottawa. I am pleased to report that the LKDSB and its staff demonstrated that we take Health and Safety seriously and very few orders / recommendations were made in comparison to other boards. 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.

At this time 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.

### 3. Training for Site Representatives:

Annual Secondary Health and Safety Representative training will take place at Baldoon Golf Course (Banquet Room), Wallaceburg on September 26<sup>th</sup>, 2012 starting at 8:30 a.m. Sign up via P. D. Place.

The following are the dates and venues for upcoming Basic Certification training. Again 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. Principals at the schools will be contacted by to arrange specific dates.

#### **5. Eye Wash Stations:**

System wide there is still an issue with the placement of such stations and the water temperature feeding them. Currently the LKDSB has completed installing them in all necessary custodial areas and will continue to find ways of tempering the water supply to them on an ongoing basis.

Curricular areas are being reviewed and the JHSC needs to decide which areas of the various schools will require adequate eye wash stations. The current thinking is that Science, Tech., and possibly Family Studies and Art areas will need to be fitted with suitable devices.

We continue to seek input from staff on this issue to determine needs.

An Administrative Policy and Procedure is also being finalized to cover such aspects of maintenance and responsibility for it, etc.

#### **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.

#### **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. Details should be forthcoming via Heather Curl the LKDSB Program Consultant for Science (amongst other things).

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

Risk assessments have to take place on a yearly basis. It has been decided that the Risk Assessment package be sent out 1 week prior to the Health and Safety Representative Training to be held on September 26<sup>th</sup>, 2012. This will enable the Administration, Health and Safety Representatives and staff at each school to have full access to it and fully participate in its completion. Again if this does not occur let OSSTF know.

## **9. Emergency Drills:**

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

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

The Health and Safety Officer is 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.

Dave Page, Health and Safety Officer  
OSSTF District 10