



## **CORPORATE HEALTH AND SAFETY COMMITTEE – 24TH FEBRUARY 2015**

**SUBJECT: HEALTH AND SAFETY SUPPORT - SCHOOLS**

**REPORT BY: INTERIM DEPUTY CHIEF EXECUTIVE**

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### **1. PURPOSE OF REPORT**

- 1.1 The following report is provided to Elected Members, Union Representatives and officers to advise of the health and safety support services offered to Schools.

### **2. SUMMARY**

- 2.1 Since 2009, a health and safety SLA has been provided to all Caerphilly schools. The service provides 5 days health and safety officer time, 3 of the 5 days per annum are allocated to mandatory inspections; General Health and Safety Inspection, Fire Risk Assessment and Health and Safety Audit. At the beginning of 2014, several primary headteachers expressed a need for a higher level of health and safety support for their school, particularly for new headteachers. Following this request, a review was undertaken and a premium health and safety SLA offered to Primary Schools. The following report provides an overview of H&S support provided to Caerphilly Schools.

### **3. REPORT**

#### **Secondary Schools**

- 3.1 Since 2009, Secondary schools have been provided with a Service Level Agreement, in addition schools Business Managers/School Bursars have been offered a place on a NEBOSH National General Certificate course to ensure they are competent to undertake their health and safety responsibilities for the site. To date, 9 out of 11 schools have sent officers on the course.
- 3.2 Both PFI Schools, Lewis School Pengam and YG Cwm Rhymni have taken out a bespoke Health and Safety SLA Service which reflects the split of responsibilities at these schools between the school and the PFI managing agent.
- 3.3 Cwmcarn High School have been offered a bespoke SLA Service which reflects the duties of a Foundation Maintained school, as the building is owned by the Governors who are trustees and the Governing Body are the employer of staff at the school, the Council does not hold duties under the Health and Safety at Work etc. Act for this school. The school are free to engage their own competent health and safety advice and to date have not taken up an SLA with the Council's Health and Safety Division.

However, the council will undertake a two yearly health and safety inspection of the school to ensure a safe learning environment is provided to Caerphilly pupils funded by the Authority, as well as to assess the working environment of Council staff allocated to work with specific pupils at the school.

- 3.4 The cost of the Core SLA Service which is taken up by all Caerphilly Secondary schools is £1383.80, this equates to £276.79 per day excluding health and safety training.

### **Primary Schools**

- 3.5 Up to 2014, primary schools bought into the same core SLA service as secondary schools, however from September 2014, primary schools were offered two options for an increased SLA service. The service provides a named Health and Safety Officer to work with each school. Typical tasks which are covered by the Premium SLA include:-

- Completion of Risk Assessments
- Completion of DSE Assessments
- Traffic Management Risk Assessment Review
- Expectant Mother Assessments
- Return to Work Assessments, ill health risk assessments
- Support School Educational Visit Co-ordinator/Reviewing Risk Assessments
- Site Inspections
- Monitoring of Caretaker's work
- Monitoring of Asbestos in Situ (where relevant)
- Liaising with the asbestos team on permissions, survey requirements etc.
- Updating RAMIS for all statutory inspections
- Accident reporting and Investigation
- Fire Safety Briefings for school staff and Co-ordinating of Fire Drills

- 3.6 **Option 1** provides 1 day H&S Support per week, including H&S training at a cost of £4,700 per annum for 33 days support, this equates to £142.00 per day. The following schools have taken up Option 1:

Aberbargoed Primary School	Waunfawr Primary School
Blackwood Primary School	Ystrad Mynach Primary School
Crumlin High Level Primary School	Ynysddu Primary
Cwmaber Infants School	Ysgol Ifor Bach
Cwm Ifor Primary School	
Cwmfelinfach Primary School	
Fleur-de-Lys Primary School	
Pengam Primary School	
Risca Primary School	
St James' Primary School	
Trinity Fields Special School	
Ty Isaf Infants School	
Ty Sign Primary School	

- 3.7 **Option 2** provides 1 day H&S Support per fortnight, including H&S training at a cost of £2,960 per annum for 17 days support, this equates to £174.11 per day. The following schools have taken up Option 2.

Abercarn Primary School	Pantside Primary School
Abertysswg Primary School	Park Primary School
Bryn Primary School	Penllwyn Primary School
Bryn Awel Primary School	Phillipstown Primary School
Cefn Fforest Primary School	Pontllanfraith Primary School
Coed-y-Brain Primary School	Rhiw Syr Dafydd Primary School
Cwmcarn Primary School	St Gwladys Bargoed Primary School
Cwm Glas Infants School	St Helens R.C. Primary School
Cwrt Rawlin Primary School	Tir y Berth Primary School
Deri Primary School	Tyn y Wern Primary School
Gilfach Fargoes Primary School	Upper Rhymney Primary School
Glyn-Gaer Primary School	White Rose Primary School
Graig-y-Rhacca Primary	Ysgol Gymraeg Bro Allta
Greenhill Primary School	Y G Cwm Derwen
Hendre Infants School	Ysgol Y Castell
Hendre Junior School	Ysgol Bro Sannan
Hendredenny Park Primary School	Ysgol Penalltau
Hengoed Primary School	Ysgol Gymraeg Gilfach Fargoes
Libanus Primary School	Ysgol Gymraeg Trelyn
Llanfabon Infants School	Learning Centre
Machen Primary School	
Maesycwmmmer Primary School	
Nantyparc Primary School	

3.8 The following Primary Schools have not taken up the Premium H&S SLA and are covered by the 5 day Core H&S SLA:-

Bedwas Infants School	Rhydri Primary School
Bedwas Junior School	The Twyn School
Cwmaber Junior School	Trinant Primary School
Derwendeg Primary School	Ysgol Gymraeg Cwm Gwyddon
Fochriw Primary School	Ysgol Gynradd Gymraeg Caerffili
Llancaeath Junior School	Ysgol y Lawnt
Markham Primary School	
Pentwynmawr Primary School	
Plasyfelin Primary School	
Pontlottyn Primary School	

3.9 Following the recruitment and training of officers, the Premium SLA Service commenced in January 2015 and feedback has been very positive. Headteachers have seen a positive effect on their workload and the Council has seen an improvement on statutory maintenance compliance in terms of the RAMIS statistics.

- 3.10 The cost of the SLA is able to be allocated from the schools building maintenance budget as the service provided supports planning and expenditure of this budget to maintain the school in a safe, legal condition. The SLA is operated over an academic year and the cost is split between two financial years, 1 September - 31 March and 1 April – 31 July.

#### **4. EQUALITIES IMPLICATIONS**

- 4.1 There are no Equalities implications.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1 There are no financial implications for the Authority.

#### **6. PERSONNEL IMPLICATIONS**

- 6.1 Six Health and Safety Officers have been recruited on annual contracts, all costs are funded from SLA income .

#### **7. CONSULTATION**

- 7.1 Consultations have been undertaken and comments received are reflected in the report.

#### **8. RECOMMENDATIONS**

- 8.1 Committee members are asked to note the contents of the report.

#### **9. REASONS FOR RECOMMENDATIONS**

- 9.1 Information only.

#### **10. STATUTORY POWERS**

- 10.1 School Standards and Framework Act 1998  
Local Government Act 1972.

#### **11. RECOMMENDATIONS**

For committee Members to note contents of the update report.

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