



Health and Safety at Bracknell Forest Borough Council

Welcome back

To bring you up-to-date with what's new with health and safety at BFBC, our intention is to provide you with two newsletters every year. If there is anything that you would like to see in the next edition, then please let us know.

Who are we and what do we do?

The three Safety Advisers are based within the Environmental Health and Safety Section of the Environment and Leisure Department:

Andy Anderson – Schools

Mobile 07876578143 or 01344 352541

Phil West – Corporate Services, Environment & Leisure and Education, Children's Services & Libraries

Mobile 07876578148 or 01344 352543

Doug Brady – Social Services & Housing and Schools

Mobile 07876578149 or 01344 352542

In summary we provide **support, assistance and guidance** to managers on a wide range of **health and safety issues**. This is achieved mainly via a programme of audits, development of procedures and best practice, proactive project work, promotion and awareness, attendance at a variety of meetings, accident and incident investigation and much more!!!

Further information and documentation relating to a variety of topics can be found within the Corporate Health, Safety and Welfare Manual of Guidance. A hard copy of this Manual should be available to your manager; alternatively it is available electronically on the Intranet using the following link:

http://bfnet.bracknell-forest.gov.uk/environment/health_safety_&_welfare_manual.htm

To assist with the management of health and safety, a variety of training courses is organised by the Corporate Services & Resources Organisational Development team, the link for which is:

http://bfnet.bracknell-forest.gov.uk/personnel/training_and_development.htm

Health and Safety Audits

The Health Safety Audits plan for 2007/9 will be commencing this month and every Bracknell Forest Establishment will receive an audit.

The areas to be covered during the Audits will be :

HEALTH & SAFETY RESPONSIBILITIES,
ACCIDENTS / INCIDENTS,
ASBESTOS,
FIRE,
RISK ASSESSMENT,
H&S TRAINING,
WELFARE FACILITIES,
WORK EQUIPMENT/ SCHOOL WORKSHOPS,
ANY OTHER CONCERNS, ISSUES.

Smoke Free Bracknell Forest

When will the smoke free law come in?

The ban will come into effect on the 1 July 2007.

Full details of the act can be found at : www.smokefreeengland.co.uk

Bracknell Forest's Smoking Policy is being reviewed to take in to account the new law and everyone will be able to access the updated policy via BORIS in the near future.

Further information can be found using the links below.

<http://www.bracknell-forest.gov.uk/smokefree>

<http://www.berkshire.nhs.uk/smokefreeberkshire/documents/schools-guidance-final.pdf>

Water is Cool

Summer has arrived and temperatures in establishments are increasing, this will effect staff cliets and pupils.

Drinking adequate amounts of water can help prevent a range of health problems including **HEADACHES**.

- When we are thirsty, mental performance deteriorates by 10%.
- Pupils concentrate better because they are not distracted by the effects of dehydration: thirst, tiredness & irritability.

Everyone will achieve more when their health and needs are met.

If your establishment has an "Air Conditioned Area" if possible try to allow everyone some time in this area

More information is included in the following link:

<http://www.wateriscoolinschool.org.uk/learning.html>

Sun Protection

The sun protection six-point code

- Keep your top on. Clothing forms a barrier to the sun's harmful rays- especially tightly woven fabrics;
- Wear a hat with a brim or flap that covers the back of neck and ears- avoiding sunburn;
- Stay in the shade, whenever possible, especially at lunchtime;
- Use a high factor sunscreen of at least factor SPF 15 on exposed skin. Apply as directed on the product;
- Drink plenty of water to avoid dehydration;
- Check your skin regularly for unusual spots or moles which may have changed. See a doctor immediately if you see anything that is changed in shape, size, colour, itching or bleeding.

Further information can be found at :

<http://www.bracknell-forest.gov.uk/15-sun-safety.pdf>

Building Work... Construction (Design and Management) Regulations 2007

Construction (Design and Management) Regulations 2007 came into force in April 2007.

The regulations place specific responsibilities on identified participants, particularly the client, at very early stages of a project. Hence professional advice should be sought through the relevant

Department's Property Officer before any project is started.

The new CDM Regulations aim to help you ensure that your construction project is safe to build, safe to use, safe to maintain and delivers good value.

Further information on the regulations can be found at:

<http://www.hse.gov.uk/construction/cdm.htm>