

**FURTHER EDUCATION SAFETY AND HEALTH FORUM (FESH)
TWENTY-SECOND MEETING
11 JULY 2014
AMIE, MARKET HARBOROUGH**

Present:

Kathy Bow (H&S Development Network, Colleges Scotland)
David Green (AMIE)
Stephen Green (AoC)
Ian Rowe (ColegauCymru/CollegesWales)
Ruth Sleigh (HSE)
Gerald Williams (UNISON)

Apologies:

Dave McGinty (EIS)

1. Welcome and representation

DG, as chair, welcomed members. All thanked AMIE for hosting the meeting. The group repeated its regret at the lack of UCU involvement.

2. Twenty-first Meeting 10 April 2014 – matters arising

The notes of the twenty-first meeting were considered and agreed as accurate.

Matters arising:

Re item 3

- DG offered to contact Steve Cooper regarding a “sensible standpoint” statement for FESH.
- DG will tweet regarding the HSE work experience guidance, in the autumn, once colleges have started the autumn term.
- DG will produce a letter for Scottish colleges, also for issue in autumn 2014.
- KB mentioned a funded initiative by the FE Sussex group, concerning collaboration and sharing of good practice. FE Sussex is investigating links to Scottish colleges.
- SG updated the group on the 2014 AoC H&S Conference, which took place on 26 June and included a workshop, presented by HSE, on its Young Persons guidance.

3. Occupational Health Sub-group Report

IR and KB reported that they had looked at the old guidance HSG257 and produced a draft for health surveillance requirements. This could be used by college departments for their own risk assessments.

KB informed the group that she has produced a draft OH document for her college, covering all practicalities of introducing an OH policy/strategy into a further education college. KB also has a Powerpoint presentation detailing how this can happen in practice.

All agreed that the new guidance should detail best-practice for pre-employment screening.

Action:

All members who have useful case study information to pass this to KB IR/KB to circulate draft OH guidance to FESH members to comment on and/or add case studies

SG will seek case study material from AoC regional groups

4. Work on implementing FESH Assessment Tool

IR presented a case study of implementation of the Tool in Coleg Gwent. All agreed that the document is very useful and will be improved by addition of specific benefits

SG pointed out that the Tool was actively promoted at the recent AoC H&S Conference

KB reported that she recently promoted the Tool at a seminar; it prompted positive feedback.

Action:

All members will promote the Tool and the case study using as many arenas as possible

SG will add the case study to the FESH page of the AoC website and to a H&S Briefing to all AoC member colleges.

5. HSE Report

a. HSE structure.

RS updated FESH on the restructure of HSE's Public Administration and Education" group. New members have joined and are being brought up to speed

b. Unite Euro campaign 2014-15 - Safety reps stress leaflet.

RS flagged up the 2014/15 European campaign which will focus on stress management. She referred to the work Unite, the union, has done to produce a leaflet for H&S reps entitled 'Manage stress for a healthy workplace' in line with the current EU campaign. It is freely available from the Unite website.

<http://www.unitetheunion.org/uploaded/documents/EuroStress201411-17288.pdf>

c. Preventing or controlling ill health from animal contact at visitor attractions - Industry Code of Practice

RS referred to this Code of Practice, which has been produced by the leisure industry in conjunction with HSE. It provides advice and information for owners, operators and managers of visitor premises where members of the public - particularly children - are encouraged to view or touch animals.

The CoP contains a teachers' supplement and information that replaces the HSE Agriculture Information Sheet 23 – Preventing ill health at open farms. The relevant documents can be accessed from the website Farming and countryside education.

All agreed that it is likely to be of relevance to Colleges in respect of students and also because some also operate 'open farms' for visitors, including school children.

RS mentioned a few issues relating to schools that may be of background interest in the FE sector.

i) Sensible risk in schools - HSE web resource

The sensible risk web resources for local authorities was launched by HSE in April alongside a Masterclass in Leeds. Some web resources on sensible risk and leadership for schools went live on Monday 7th July. The resources are designed to support school managers in adopting a sensible and proportionate approach to health and safety risks and encourage them to avoid risk-averse practices. The information can be accessed via the HSE education micro-site or via the following link:

www.hse.gov.uk/services/education/sensible-leadership/index.htm

The sensible risk information for LAs can be found here:

www.hse.gov.uk/services/localgovernment/sensible-risk/index.htm

ii) HSE inspection programme - Asbestos in schools

HSE recently published the findings of its 2013/14 programme of inspections of asbestos management in schools outside local authority control. The full evaluation report on the inspections, a summary report with key messages and a list of schools inspected with details of enforcement action taken, can be found at:

www.hse.gov.uk/services/education/asbestos-management-1314.htm

The programme was based on a sample of 153 schools across GB - 131 in England and 11 each in Scotland and Wales.

iii) Gas masks and asbestos

Please see below a link to the DfE existing advice to schools on gas masks and asbestos. It is not clear why DfE has published it with the accompanying letter from HSE to Mr Lees - the letter has no particular significance to the content of the advice note.

www.teachers.org.uk/files/gas-masks-and-military-helmets-hse-letter-with-advice.pdf

RS mentioned the HSE workshop at the recent AoC event, on the topic of its Young Persons Work Experience guidance. There was much useful feedback from college delegates. HSE is working on the issues raised. In particular, colleges feel vulnerable if they reduce vetting – they are uncertain about their duty of care.

RS explained that HSE is running a survey, seeking views on the Young Persons Work Experience guidance.

RS commented that there is a good opportunity for FESH to take a leadership role in endorsing and/or amending other HSE guidance.

Action:

All to circulate the Animal Contact CoP to colleagues.

All to cascade the link to the Work Experience survey, to maximise feedback <https://www.surveymonkey.com/s/YPguidance>

6. AOB

Finance

GW has investigated the development of an App for the Assessment Tool
Modest funding will be needed.

Action:

IR to seek Coleg Gwent financial support for development of a Tool app.

There was no other business.

7. Date of next meeting

Friday 10 October 2014, in Edinburgh was suggested, subject to availability