

**REPORT TO: EDUCATION COMMITTEE – 15 MAY 2006**

**REPORT ON: EDUCATION DEPARTMENT HEALTH & SAFETY POLICY**

**REPORT BY: DIRECTOR OF EDUCATION**

**REPORT NO: 289 - 2006**

**1.0 PURPOSE OF REPORT**

1.1 This Report seeks the Committee's approval for sections 8-12 of the Education Department Health & Safety Policy (copies are available within the Councillors' Lounge and from Group Secretaries).

**2.0 RECOMMENDATIONS**

2.1 It is recommended that the Committee note and approve the content of sections 8 – 12 of the Education Department Health & Safety Policy.

**3.0 FINANCIAL IMPLICATIONS**

3.1 There are no financial implications arising from this Report.

**4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 None.

**5.0 EQUAL OPPORTUNITIES IMPLICATIONS**

5.1 None.

**6.0 BACKGROUND**

6.1 At its meeting of 16 January 2006, the Education Committee approved the Report entitled "Education Department Health and Safety Policy" (Report No 47-2006 refers). Sections 1 – 7 of the Policy were submitted for approval at that time.

6.2 It was indicated within the above Report that further sections of the Policy would be placed before Committee for approval as they were completed. Sections 8 – 12 have now been completed.

6.3 Sections 8 – 12 cover:

- Section 8 – Violent incidents, Reporting, Recording and Investigation
- Section 9a – Manual Handling
- Section 9b – Moving & Handling
- Section 10 – Safety in the use of Access Equipment
- Section 11 – Excursions & Outdoor Activities
- Section 12 – Gas Safety

## **7.0 PROPOSAL**

7.1 It is proposed to circulate copies of sections 8 – 12 to all Education establishments for inclusion in the Health and Safety Policy folder.

## **8.0 CONSULTATION**

8.1 This Report has been the subject of consultation with the Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Assistant Chief Executive (Management).

## **9.0 BACKGROUND PAPERS**

9.1 Report No 47–2006.

Anne Wilson  
Director of Education

26 April 2006