

Health & Safety Statement

MARIST COLLEGE ATHLONE

CENTRAL FIRE SAFETY CO. LTD
RAY FAGAN

HEALTH AND SAFETY STATEMENT

August 2020

CONTENTS

- 1. Description of Premises**
- 2. Description of Occupants**
- 3. Basis of Statement**
- 4. Safety Management Structure**
- 5. Instruction**
- 6. Responsibilities**
- 7. Safety Representative**
- 8. Management Safety Declaration**
- 9. Provision of Safety Training**
- 10. Practical and Safe Systems at Work**
- 11. Personal Protection Equipment**
- 12. Consultation**
- 13. General Hazards**
- 14. Welfare**
- 15. First Aid**
- 16. Fire and Emergency Plans**
- 17. Fire Protection**
- 18. Accident/Incident Reporting**
- 19. Smoking**
- 20. Contractors**
- 21. Specific Hazards**
- 22. Hazard and Risk Assessment**
- 23. Summary**
- 24. Concluding Comments**

1. Description of Premises

Driveway entrance and exit.

Car park

Front Lawn.

The Hermitage

The Main School:

Entrance Hall/Reception, 4 .Offices. The Staff room, Staff Toilets male and female, The Library and reading area, The Basement (Caretaker/ Management access only),The Central Area, 20 general classes,

The Biology Lab, The Chemistry Lab, The Physics Lab, The Computer room,2no.Pupils Toilets.

The Gym:

Ground Floor:

Main Gym, The Stage, The Conditioning Room, The Toilets.

Playing Pitches:

Perimeter Walls and Metal fences

2 no. Pedestrians gates

1 no. Machine gate

2 no. Dressing Rooms and Showers

1 no. Boiler House

1 no. Soccer Pitch

1 no. Rugby Pitch

1 no. Gaelic Pitch

2. Description of Occupants

This is an all Male Secondary School

No. of Staff:41

No. of Teaching Staff:38

No. of Administrators:1

No. of Caretakers:1

No. of Special Needs Assistants:1

Average of Staff: 45 years

Contractors on Site: The School Food Company (2 Staff)

No. of Pupils: 485

Nationalities of Pupils:

Irish, English, Spanish, Polish, Romanian, Latvian, Russian, Georgian ,Swedish.

3.Basis of Statement

TO ALL EMPLOYEES, VISITORS, STUDENTS AND CONTRACTORS.

This document has been prepared by Marist Secondary School Athlone to comply with its obligations under The Safety Health and Welfare at Work Act 2005.and The General Applications Act

The Safety Health and Welfare at Work Act 2005 requires the School to prepare and issue a safety statement setting out its policy on safety. This statement together with the following documents will be known collectively as the Safety Statement:

** Hazard Identification and Risk Reduction Guidelines*

** Allocation of Responsibilities. * Consultation Procedure.*

OBJECTIVE

The Policy of Marist College Athlone is to provide a safe and healthy working environment for all its staff, students, contractors and members of the public who may visit the premises.

RESPONSIBILITY

The School recognises its obligations and duties as an employer to direct and manage and to ensure so far as is reasonably practical the Safety, Health and Welfare of all Staff, students, contractors and members of the public who may visit its premises as required under the Safety Health and Welfare at Work Act 2005 and all other current regulations, for example:

** Factories Act 1955 (and statutory instruments attaching thereto)*

** EC Law*

** Safety in Industry Act 1980.*

- *Safety Health & Welfare at Work Act (General Application) Regulations 2005*
- *Safety Health & Welfare at Work (Sections 13, 19 & 20) 2005*
- *IS 291: 2015.*
- *IS EN 3-7*
- *IS ENISO 7010. IS EN1802. IS EN1803. IS EN ISO 13769*
- *General Applications Act 2007*

The School also recognises its responsibility to:

** provide training where required and instruction to all its employees to enable them perform their work safely and efficiently so far as is reasonably practical.*

- *make available all necessary safety devices and equipment and to provide adequate training and guidance in their use.*

4.Safety Management Structure

Mr. Michael Dermody is responsible for co-ordinating the school's obligations under the Safety Health and Welfare at Work Act 2005.

Staff have a duty to co-operate with the School Management in the operation of this policy as per Section 9 of the Safety Health and Welfare at Work Act 2005 as follows:

- * reasonable care must be taken for their own safety, health and welfare and that of any other person who may be affected by their acts or omissions while at work.***
- * co-operate with the School Management in complying with relevant statutory provisions.***
- * use for protection purposes any suitable appliance, protective clothing, equipment or other means provided for securing their own safety, health or welfare whilst at work and not to interfere with or misuse any such appliance or thing.***
- * report all accidents immediately no matter how trivial, on the appropriate form to the Principal or Assistant Principal, involving staff, students or members of the public.***
- * report to the Principal or Deputy Principal without delay any defect in equipment, workplace or system of work which might endanger their safety, health or welfare at work.***
- * in addition, staff are reminded that:***
 - * any person who has been absent from work and was under medical supervision or on prescribed medication cannot return to work until his Medical Practitioner confirms that they are fully fit and able to resume their normal duties. This must be supported by a Certificate of Fitness. The School do not permit employees to attend the premises with any temporary physical disability or on any prescribed medication which could hinder their work performance and which may be a danger to either themselves or their fellow workers.***
 - * staff are not allowed to attend the premises or carry out duties whilst under the influence of alcohol or illicit drugs. Any person found breaking this rule will be dealt with according to school policy.***

Signed: 

Mr. Michael Dermody

Principal

Date: 20/08/2020

Signed 

Mr. Paul Kelly

Deputy Principal

5.Instruction

Persons responsible directly or by formal delegation for

(i) the effective implementation of the policy ensuring that their areas of responsibility are run in accordance with the policy.

(ii) Ensuring that The Principal and Deputy Principal are trained to manage the implementation of the Policy.

Principal. Mr. Michael Dermody

Deputy Principal. Mr. Paul Kelly

The Board Of Management and the Appointed Safety Consultants

6.Responsibilities

RESPONSIBILITIES FOR SAFETY / HEALTH

ALLOCATION OF

(Safety, Health and Welfare at Work Act 2005)

Principal

Safety begins at Management level and so the overall responsibility for the establishment and maintenance of an effective Policy for Safety, Health and Welfare at Work Act rests with the Principal.

He shall

- demonstrate his commitment by taking active steps to be aware of the safety record of the premises and shall issue any necessary reasonable directives in the interest of the health, safety and welfare of all the Schools students, employees and third parties.***
- endeavour to ensure that there are available, sufficient funds and facilities to enable the safety policy to be reasonably implemented.***
- periodically appraise the effectiveness of the Statement.***
- Ensure that the responsibility is properly assigned and accepted at all levels.***
- procure advice and assistance whenever necessary and take heed, together with remedial action, on any matters brought to his attention.***
- ensure that in his absence that the Assistant Principal will maintain these policies.***

***The Principal will form his Management of Safety and Health in the School on
The Five Step Health Management System***

- 1.Policy and Commitment***
- 2. Planning***
- 3.Implementation***
- 4.Measuring Performance***
- 5.Audit and Review***

ALLOCATION OF RESPONSIBILITIES FOR SAFETY / HEALTH contd.

(Safety, Health and Welfare at Work Act 2005)

Staff

The Staff shall demonstrate their commitment by being fully familiar with the School's Safety Statement and any subsequent revisions and ensuring that the Safety Statement and other safety guidance is effectively communicated at all levels and is observed.

It is the Staff's responsibility to ensure that persons under their control and others are made aware of and comply with the School's Health and Safety Statement and the organisation and arrangements for carrying it out.

They should procure advice and assistance whenever necessary and take heed, together with remedial action, on any matters brought to their attention.

They will always demonstrate an exemplary approach to safety and health to engender in their Students a total commitment to safety and health.

They should ensure that Students are properly instructed and trained, that they are warned of hazards inherent in the work being undertaken and in the need to comply with all safety instructions and statutory requirements.

They should ensure that all injuries and dangerous occurrences are reported on an approved Accident Report Form and they should investigate the circumstances causing injuries, even minor ones, to prevent recurrences.

They should endeavour to instil safety awareness in each student and conduct regular safety appraisals, which would include a reasonable careful check of all new, relocated or repaired equipment before it is passed for operation/use.

They should ensure that reasonable safety considerations are observed by any contractors working within the premises and that they are aware that any work carried out must be in accordance with current health and safety regulations and any codes of safe practice governing the work being done. The employees shall ensure that this Safety Statement is available to and read by all staff within their area of responsibility and appropriate third parties.

Staff have general statutory obligations under the Safety Health and Welfare at Work Act 2005, Part II Section 9 which includes the following: -

They must:

All of them read and sign off on this Health and Safety Statement

**** take reasonable care of their own safety, health and welfare and any other person who may be affected by their actions or omissions while at work.***

**** co-operate with the Schools Principle and any other Authorised person, to comply with any of the relevant statutory provisions.***

**** use the safety equipment or clothing provided, or other items provided for their safety, health and welfare while at work.***

**** report to their Principal without delay any defects in equipment, place of work or systems of work which might endanger safety health or welfare.***

They must not:

**** Intentionally or recklessly interfere with or misuse any appliance, or safety equipment provided to secure the safety health or welfare of persons arising out of work activities.***

In addition, Staff are reminded: -

**** only carry out duties you are trained to perform.***

**** keep work areas clean.***

**** be careful when moving items.***

**** ensure that no one runs on floors or steps.***

**** any form of horseplay is not permitted on School's premises.***

7.SAFETY REPRESENTATIVE

Section 13(3) of the Safety Health and Welfare at Work Act states that employees may select a Safety Representative who has the following rights under the legislation:

- * May make representations on any aspects of safety, health and welfare at the place of work.***
- * May investigate accidents and dangerous occurrences. He/she shall not interfere with or obstruct the performance of any statutory obligation required to be performed by any persons under any of the relevant statutory provisions.***
- * May make oral or written representations to safety inspectors on matters of safety, health and welfare at work.***
- * May receive advice and information from safety inspectors on matters of safety, health and welfare at work.***
- * May accompany a safety inspector on any tour of inspection other than a tour of inspection made by an inspector for investigating an accident.***

Subject to prior notice to the employer, they may carry out inspections of the premises to determine any potential hazards on the premises.

Subject to prior notice to the employer, they may investigate potential hazards and complaints made by any member of staff whom they represent relating to that employee's safety, health and welfare at the place of work.

The nominated Safety Representative is – Mr. Paul Kelly

8.SAFETY MANAGERS DECLARATION OF RESPONSIBILITY

We the undersigned acknowledge the responsibility we have undertaken about the implementation of the policies and obligations contained within this Health and Safety Statement:

NAME

SIGNED

DATE

Mr. Michael Dermody.



20/08/20

Mr. Paul Kelly.



20/08/2020

9.PROVISION OF SAFETY TRAINING

The Marist College Athlone undertake that all necessary training / instruction / information will be supplied to each member of Staff to secure their safety and health in the work place. The primary responsibilities for this rests with Management in co-operation with specialists as appropriate.

The Marist College Athlone recognises that even with the best work arrangements people may still need clearly defined safety procedures and instructions. For that reason, there is a commitment by The Marist College Athlone to identify safety training needs, to carry out that training and to assess the competence of employees as a result of that training.

The Marist College Athlone expects that all Staff will co-operate in the training provided. Certain tasks in our operations require that strict safety procedures be followed. Where this arises, the Staff involved will receive special instructions by a competent person. It is essential that no person attempt a potentially hazardous task without proper instruction and training.

Both formal and on-the-job training programmes are designed so that Staff become fully conscious of the need to work safely and have the necessary knowledge and skills to do so.

Initial training includes information on the School's approach to safety and the safety procedures requirements throughout the premises.

On-the-job training focuses particularly on hazardous aspects of each job with a view to ensuring that employees are fully acquainted with the dangers from any operation such as working with a machine or with potentially hazardous substances.

This training is supported by a continuing effort on the part of the experienced personnel, who have a thorough knowledge of our various operations, to provide information and guidance to Staff with a view to eliminating any unsafe working practices which might develop.

Training courses are provided on fire prevention and basic firefighting, Emergency Evacuation Procedures, Safe Practices in the work Place, Basic First Aid, and Handling of Dangerous Substances. These matters should be included in the initial training course for new Staff.

Additional training courses may be provided to meet specific needs as they arise from time to time. Such courses may be carried out in-house or at an appropriate outside agency.

It is recognised that maintaining a safe working environment needs constant vigilance and it is accepted that training of Staff will continue to have an important role to play in this regard. The introduction of new machinery, plant/equipment, subjects/courses or processes would automatically necessitate additional training.

10.PROVISION OF PRACTICAL AND SAFE WORKING SYSTEMS

It is the policy of The Marist College Athlone to ensure that tasks are within the competence and capacity of each Member of Staff. The systems of work will be designed with that purpose in mind. Some processes necessarily give rise to risks which can only be controlled by adherence to proper procedures. The training provided to Staff will identify the areas where care and skill must be exercised.

It is the policy of The Marist College Athlone when purchasing new equipment, altering existing equipment or changing a system of work, to study such proposed purchases or changes to ensure so far as is reasonably practicable, that they are without significant hazard. Systems of work include all normal work, maintenance work and consideration for the safety and health of School employee's students, visitors and others.

Systems of work include all routine work, maintenance work and work by contractors on site. They will include consideration for the Safety and Health of Staff, Students, visitors and others.

Management will review systems of work on a regular basis.

11.PROVISION OF PERSONAL PROTECTIVE EQUIPMENT

It is the policy of The Marist College Athlone to provide appropriate personal protective equipment and clothing and to replace it as required.

Through experience and on the advice of competent Health and Safety specialists, The Marist College Athlone has developed a policy on the use of protective equipment. The obligation to use protective equipment extends to all relevant personnel.

Management are responsible for identifying and procuring the appropriate protective equipment for tasks which cannot be made safe by any other practicable means.

Responsibility for ensuring that the equipment is used and used properly rests with the Individual Teachers who will ensure that all Students and Staff within their area of responsibility are properly instructed in the maintenance and use of protective clothing and safety equipment.

The Policy will be regularly reviewed by the School and will be up-dated when required. The review takes account of experiences to date, changes in work/teaching arrangements and the use of new materials and processes.

12. CONSULTATION

The School is committed to meeting its obligations under Section 13 of the Safety Health and Welfare at Work Act 2005 on consultation. The following consultation arrangements have been agreed.

A consultation group will meet at intervals of three months to discuss and review health and safety aspects of the School. This Group which shall include the Safety Representative shall be responsible for making representations to the School on behalf of the Staff on matters concerning the Safety Health and Welfare in the place of work. The effectiveness of the consultation arrangements will be reviewed at regular intervals.

The Marist College Athlone recognises the statutory rights of a Safety Representative as set out in Section 13 of the Act and is committed to co-operating with the person appointed.

This Group will include -

Mr. Michael Dermody

Mr. Paul Kelly

13. GENERAL HAZARDS AND MEANS FOR MITIGATING RISK

HOUSEKEEPING

Poor Housekeeping and untidiness can create hazards and cause injuries due to slips, trips, and falls, knocking against and bumping into items of equipment furniture etc.

Good housekeeping practices will be insisted upon. Spills of liquid or other materials will be cleaned and tidied up, as soon as is practical. All Staff are obliged to notify their Principal immediately of any chemical, solvent, oil or other liquid spillage including water. The principal should ensure that cleaning equipment is provided where necessary.

Care and attention will be given to the layout of extension leads, telephone and electric cables. Optimum positioning of sockets and telephone outlets will be provided to minimise this risk. Cables and extension leads are strategically routed where possible to minimise trailing. Floor mats are provided to cover trailing cables where necessary.

Running and any form of horse-play is not permitted in the School premises.

Staff will report any damaged or faulty equipment/fittings for lighting, heating and/or ventilation to the Principle who will arrange replacement or repair as soon as is practicable.

YARDS

The yard areas around the school must be kept swept; with waste and/or hazardous material removed daily. These areas must be checked before use and remedial action taken where necessary. These checks should be recorded.

CORRIDOORS

Pedestrian walkways and entry/exit routes must be kept clean and tidy and free of obstruction. These must be checked on a regular basis every day these checks should be recorded.

BUILDING

- *Regular inspections are undertaken of the building with maintenance carried out as required.*

The main hazards associated

with the building are:

- *Defective structures*

Attention will be given to:

- *Walls*
- *Inadequate lighting*
- *Roofs*
- *Fencing*
- *Driveways*
- *Footpaths*
- *Yard Areas*

•

- *Gutters and Drainpipes*
- *Shores*
- *External and Internal fixtures/Fittings*
- *Glazing*
- *Resulting in injury to
the person or damage to
own/third party property.*

Class ROOMS/COMMON AREA`S/STAFF ROOMS

USE OF SHARP OBJECTS

Care and attention must be taken when using such items as pointed objects, pins, pens, pencils, blades, clips, etc.

Care and attention must also be taken when handling paper and envelopes which can cause cuts and lacerations.

Heavy objects must not be stored above waist high on shelving or presses.

OFFICE MACHINES/EQUIPMENT

Office machines and equipment can cause injury due to moving parts and the possibility of loose clothing being drawn into or caught in them.

Staff must be trained in the use of office equipment in accordance with manufacturer's /suppliers' instructions before being required to use them

Machines must be fitted with the appropriate guards, Shredder, Guillotine.

Display notices must be posted to alert Staff and Students to hazards and where machines are out of order or not functioning properly, faults in equipment will be reported immediately to the Principal

Care and attention will be given when applying toner or using other chemicals. The manufacturer's /suppliers' recommendations will be followed in all cases. Correct hygiene procedures will be followed where employees are required to handle chemicals or other hazardous substances.

VISUAL DISPLAY UNITS (VDUs)

These can cause eye fatigue. Suitable lighting arrangements are provided. The display screens are tiltable and can be adjusted to minimise glare.

The associated printers can be noisy.

Printers are in separate locations and remote from work where possible and practical.

The School will adhere to the recommendations as set down by the National Authority for Occupational Safety and Health in their guidelines on the safe operation and use of VDUs.

ELECTRICAL APPLIANCES,
FITTINGS, CABLES

Damaged or faulty electrical appliances. All electrical fittings and connections will be installed and fittings maintained to the recommended standards.

All electrical apparatus will be inspected on a regular basis. Faulty or damaged apparatus/equipment including cables and sockets etc. will be reported immediately and remedial action taken.

Any electrical apparatus or equipment found to be defective will be disconnected immediately from the supply and clearly marked "OUT OF ORDER - DO NOT USE".

Overloading of sockets can create a safety hazard.

Ensure an adequate number of sockets is provided to minimise risk of fire and electrocution.

The use of adaptors and extension leads. Where these are in use employees are advised to switch off all unnecessary machines and appliances and where feasible and to disconnect them at the end of the day.

Items must not be placed on or left on storage heating or other heating units. Under no circumstances must storage or other heating units be covered or used for drying clothing or other items or material.

All electrical equipment and appliances must be switched off at the end of the day where they are not required.

SHELVING/STORAGE AREAS

Unsuitable storage of stock. Staff are required to place heavy and bulky items on/in lower storage areas.

Assistance for heavy items should be sought if required.

Staff are not allowed climb shelving or use shelving as stepping points.

Suitable steps must be supplied if required.

Rodents

Removal of rodents by suitable means.

14. WELFARE

To ensure the continued welfare of Staff, toilet and cloakroom areas are provided. A rest room separate from the work area where lunch breaks may be taken is available. Staff must co-operate in maintaining a high standard of hygiene in these areas.

Employees are reminded that: -

(a) any person who has been absent from School and was under medical supervision or on prescribed medication cannot return to School until his Medical Practitioner confirms that they are fully fit and able to resume their normal duties. This must be supported by a Certificate of Fitness. The Marist College Athlone do not permit Staff to attend the premises with any temporary physical disability or on any prescribed medication which would hinder their work performance and which may be a danger to either themselves or their fellow workers.

(b) Illicit drugs. Staff are not allowed to attend the premises to carry out duties whilst under the influence of illicit drugs. Any person found breaking this rule will be dealt with under the School's policy.

15.FIRST AID

The School is committed to having at least two persons who are qualified in the application of first aid techniques. The School may in the future seek to train additional employees and co-operation in this area is expected.

The trained and qualified personnel are as follows:

Mr James Byrne

1st Responder Mr.James Byrne

There is a comprehensive first aid box available in the Science Labs, Woodwork Room, Engineering Room in the Games Master possession and Secretary's office to deal with any minor injuries.

All staff must be aware of the whereabouts of these Boxes

Mr. James Byrne is responsible for maintaining stocks of first aid.

In the event of a serious incident the ambulance should be called.

The nearest Hospital is Athlone Tel. No.0906475301

The under noted Doctors are also available for use by the School

Name of Doctor Newtown Medical Centre.

Telephone No.0906472075/0906473642

Defibrillator.

Those Trained in the Use of the Defibrillator are:

Mr James Byrne

16.FIRE AND EMERGENCY PLANS

Plans for fire and other emergencies should be prepared and attached to this Statement.

Evacuation drills will take place at least twice a year or more often if required. Teachers are reminded to familiarise themselves with the procedures so that a fast and effective evacuation of the premises can be completed in the event of an emergency.

All emergency exits will be clearly marked and unobstructed always.

17.FIRE PROTECTION

The fire extinguishers which are provided are in line with current legislation. These appliances are provided to deal with incipient fires. Small fires will be tackled by personnel using these appliances.

All firefighting equipment is tested and serviced annually by specialised contractors. In accordance with the recommendation of the appropriate Irish European Standard for fire equipment the stipulated percentage of extinguishers will be discharged each year and all employees trained in the safe and efficient use of the equipment.

Fire extinguishing appliances must not be interfered with in any way.

No person must enter a smoke-filled area or area on fire.

A monthly visual check of all fire equipment must take place. This can be done by the Safety Manager or nominee.

The results of these checks must be recorded and forwarded to the Safety Management Co-ordinator, Mr. Paul Kelly, who will take a remedial action where necessary.

18.ACCIDENT / INCIDENT REPORTING

All incidents, no matter how trivial, and whether to Students, employees or visitors must be reported immediately to the Principal Mr. Michael Dermody.

This is necessary to monitor the progress of safety standards and to ensure that proper medical attention is given where required.

Where an accident investigation is necessary all Staff are obliged to co-operate fully with such investigation and to provide any information which may be useful in establishing the circumstances surrounding the accident.

All accidents and incidents must be recorded in the specified journal.

19. SMOKING – Drinking – Use of Illegal Substances

Smoking, Drinking, The Use of Illegal Substances is not permitted on the School premises.

20.CONTRACTORS

- Contractors will not be allowed on the premises to carry out work until they have submitted a current Certificate of Registration and insurance details to accompany any tender. These details will have to be checked by the School to ensure that they are satisfied with their insurance arrangements prior to any work commencing.

- The contractor must liaise with a School appointed official and discuss and agree the safety precautions deemed necessary by either party.

- Contractors must take all due care of their own s safety, the safety of their employees and all others affected by their work.

- Contractors must not use any equipment or the service of personnel belonging to or engaged by Marist College Athlone without prior approval being granted by the School's appointed official.

- Scaffolding and other access equipment used by contractors / sub-contractors must be erected and maintained in accordance with current safety standards and regulations.

- Every contractor working on School's premises must comply with all applicable statutory requirements, best industry practices and any special safety rules or conditions imposed by the occupier.

In this regard, it is the responsibility of the Contractor to:

- Provide all necessary instruction, training and information on health and safety matters to their employees.

- Provide competent and adequate supervision of their employees and activities.

- Provide all necessary safety equipment and clothing for their employees.

- All plant and equipment brought onto the School's site must be safe and in good working order fitted with any necessary guards and safety devices and with any necessary Certificates available for checking.

- Ensure that all accidents and dangerous occurrences are reported to the School's official in charge.

- Ensure that all School's safety notices and alarms are followed always.

- Ensure that hazardous substances are not brought on to School's premises without prior notice and permission.

Ensure that 'approved' hazardous substances are stored and used safely whilst on The School's premises.

CONTRACTORS contd.

- *Ensure, on completion of work, that all hazardous substances are removed from The School's premises.*
- *Monitor and assess the safety performance of their employees.*
- *Ensure that all sub-contractors are advised accordingly and are not brought on to The School's premises without prior notice and permission.*
- *Prior to the commencement of any work on The School's premises the following criteria should be observed: -*
 - *An assessment of the likely safety hazards and risks involved in or associated with the proposed work must be undertaken by both parties. The extent of each party's involvement will be determined by the separate sets of safety responsibilities as agreed.*
 - *The degree of risk assessment that must be carried out before work begins will depend on the nature and extent of activities associated with each individual contract.*
 - *No work, no matter how minor, should commence without some form of prior consultation, hazard identification and risk assessment.*
 - *Contractors must comply with: -*
 - *Safety Health and Welfare at Work (Construction) Regulations 2005.*
 - *Preliminary Safety and Health Plan.*
Design Stage Reg. 4 (1) P.S.D.S.
 - *Safety and Health Plan - construction stage.*
Reg. 6 (1) P.S.C.S.
(Developed from Preliminary Safety and Health Plan)
 - *The Safety File*
Regulation 3 (5) (6) CLIENT
Regulation 6 (2) P.S.C.S

21. SPECIFIC HAZARDS

WOODWORK ROOM

DRILLS, LATHE, SAWS.

The main hazards associated with the use of this equipment are: -

Dust: suitable breathing protection, breathing apparatus, extraction system, or

Air filtration system has been provided and must be fully serviced and operational when required.

Entanglement: loose clothing, bandages etc. must not be worn whilst operating these machines.

Injury resulting from flying particles: suitable eye protection must be provided and must be worn.

Excessive noise: ear protection must be provided and must be worn.

Overbalancing equipment: will be bolted in position and chuck guards will be provided.

DRIVEWAY AND FRONT OF SCHOOL.

Ramps should be painted and speed limit signs erected.

Bin outside front door should be emptied to prevent attraction of rodents.

Proper Lighting be provided during winter Time on the Schools Roadways and used external area's

Main flagpole in need of repair.

PLAYING PITCHES

Clean up wall area of litter to prevent attraction of rodents.

Long-jump pit: tidy up.

Proper entrances should be installed or prohibitive sign be erected IN Top Corner of sports field and entrance from walk way. All coaches and trainers are responsible for the condition of their own training/playing areas.

BASEMENT AREA

This area needs to be tidied up and maintained properly, a cleaning program needs to be formulated, along with a proper storage system for paints etc.

FIRE ESCAPESS

Doble Doors to right of Building and Single Door from Labs area do not meet any standards and are a level 5 extremely high Risk Hazard

22.HAZARD and Risk Assessment

Hazard:

Security tags have been replaced by non-compliant ties.

Unable to remove Safety pin with ease to operate Extinguisher.

Risk:

Of damage to property or injury to persons because of not been able to fight the Fire.

Means of Mitigating Risk:

Staff must report any damage or misuse of Portable Fire Fighting Equipment to Mr Colgan, Mr Dermody The Safety Representative or the Office

Level of risk:

High

Level of Risk:

Risk:

Hazard:

Gap in Fence to Walk way

Trips falls cuts and bruises

Means for mitigating risk:

Need to be highlighted when been used as an entrance and an exit

Level of Risk:

Medium

Hazard:

Large Waste Bins left adjacent to the building.

Risk:

Bins set on fire damage to property or persons. Attraction of Vermin

Means of Mitigating Risk:

Bins to be stored away from the building. Preferably in an enclosed area.

Level of Risk:

High

Hazard:

Furniture, Office equipment, paints and other flammable materials been stored In Boiler House.

Risk:

Combustion leading to serious damage to property.

Means of Mitigating Risk:

Remove all items not required for the operation of the boiler house from there.

Level of Risk:

High

Hazard:

Area to left and rear of Boiler House

Roof on shelter in poor repair. Metal bar on Right hand wall.

Risk:

Cuts and abrasions.

Means for Mitigating Risk:

Remove bar and replace roof.

Level of Risk:

Medium

Hazard:

The steps leading to the Handball Alley.

Risk:

Trips and Falls cuts and abrasions.

Means of Mitigating Risk

Cover of steps.

Level of Risk:

High

Hazard:

The old furnace.

Risk:

Building is falling serious injury to people.

Means of Mitigating Risk:

Remove structure.

Level of Risk:

High

Hazard:

Wall at area surround old furnace.

Risk:

Falling could cause serious injury.

Means for Mitigating Risk:

Remove wall.

Level of Risk:

High

Note on Section 2 hazard and Risk Assessment>

This whole area represents a number of High and medium Hazards.

A plan should be put in place to upgrade/develop this area

Hazard:

Front Gate and Driveways

Pillars and walls at entrance.

Risk:

falling bricks and concrete cuts bruises broken bones and other serious injuries from crushing.

Level of Risk: Low

Means of mitigating Risk:

Effect repairs where required to stabilise and secure these areas.

Level of Risk:

Low

Hazard:

Drive ways. Poor Illumination during Winter time.

Risk:

Motor vehicular Related Injuries.

Means of Mitigating Risk:

Install adequate lighting maintain roads and Pathways in good condition.

Level of Risk:

Low

Hazard:

Fence Supports on Pathway beside Tarmac 5-a- Side Pitches and Grass 5-A-SIDE Pitch

Risk:

Of Bruises to head and shoulders

Means of Mitigating Risk:

Paint to Highlight

Level of Risk:

Medium

Hazard:

Pot holes and Broken shore/manhole covers in 5-A-Side Pitches

Risk:

Of trips falls cuts and broken Bones.

Means of Mitigating risk:

Repair all damaged areas and items.

Level of Risk:

Medium

Hazard:

Scrum Machine

Risk:

Horse play resulting in crushing injuries.

Means of Mitigating Risk:

Machine to be stored away when not in use

Level of risk:

High

Hazard:

Boundary walls with St.Mels Park Ivy growing wild

Risk:

Ivy undermining structure of wall possible collapse of wall

Means of Mitigating Risk:

Remove Ivy

Level of Risk:

High.

Hazard:

The Hermitage

Security cover broken on windows broken glass hanging from Windows

Risk:

Access could be gained to set fire to building broken glass could fall from window causing serious injury or fatalities

Means of Mitigating Risk:

Repair or replace security cover remove broken glass from windows

Level Of Risk:

High

Hazard:

Moate around building

Risk:

Falls and trips broken bones fatalities if fall occurs went undetected at night.

Means of Mitigating Risk:

Erection of security barrier

Level of Risk:

High

Hazard:

Out flow pipe from student toilet at front of building

Risk: Sewage overflow rodent access to building , trips and falls

Means of Mitigating Risk:

Cover and highlight with yellow paint

Level of Risk:

High

Hazard:

Poor signage at pedestrian crossing from school to front grass area

Risk: Pedestrian accident personal injury.

Means of Mitigating Risk:Erect signs

Level of Risk:

Medium

Hazard:

Covid – 19

Risk: Illness

Means of Mitigating Risk:

School Covid19 Response Plan in place in line with Department of Education guidance and the Return to Work Safely Protocol and public health advice

Follow public health guidance from HSE re hygiene and respiratory etiquette

Complete School COVID-19 Policy Statement Return to Work Forms received and reviewed

Undertake Induction Training Maintain log of staff, student and visitors

Complete checklists as required:

School Management

How to deal with a suspected case

Physical distancing requirements

Other school specific checklist

Level of Risk:

High

23. SUMMARY

The aim of The Marist College Athlone is to provide a healthy and safe working environment. This can be achieved with the help and assistance of all Staff by

(i) Observing the general rules of safety.

(ii) Using all equipment in a safe and proper manner.

(iii) Employing the proper procedures when carrying out tasks and ensuring that no practices are used which may act as a source of danger to themselves or others.

(iv) Keeping work areas clean and tidy always.

(v) Making sure all corridors and passageways particularly those leading to escape routes, are kept free of

obstructions always.

(vi) Taking care that fire points are not blocked or covered up in any way and that they are ready for use if the need arises.

24.CONCLUDING COMMENT

This Safety Statement has been prepared based on conditions existing in the premises of The Marist College Athlone at the time of writing. It may be altered, revised or updated at a future date to comply with any changes in conditions.

Under current Legislation Health and Safety Statements are required to be reviewed on an annual basis.

Your next review is due December 2020