

Health & Safety Committee minutes

Monday 1st February 2016 at 5.00pm

Present:

Kirsty Harland (KH), Julie Evans (JE), Dave Spencer (DS), Ian McKenzie (IM)

Chair – K.H.

Minute taker – DS

Apologies for absent:

Kate Brown (KB), Steve Bibby (SB)

Declaration of Business and Pecuniary interest: No new declarations.

Terms of reference:

- To ensure buildings and grounds are maintained and run safely
- To ensure health and safety of children, parents, staff and visitors
- Emergency repairs are carried out quickly
- Work closely with committee of Stanley Primary School and link in when necessary
- Report back to full governors

Minutes of last meeting:

Approved and accepted. There were no matters arising.

Tour of school:

F2 playground:

Two wooden posts on grass area, possibly old supports for trees, could be removed.

Field/grassed area:

Fencing to field (£15,000 quote) still ongoing. General discussion on condition of this area and possible improvements as part of the Stanley build. Information from H & S audit regarding soil waste at top of field by hard court area.

Field will be used by contractors during Stanley's extension work. Governors viewed fenced area and Stanley building site, DS updated regarding the building work.

Governors noted the drains outside the staffroom have been repaired.

Noted water on path by first light closest to playground. All other paths were dry, where's the water coming from?

Internal inspection of school:

Extended services room, possible installation of wall corner guards.

F1/2 quiet room cracked wall.

Yr2 ceiling tiles showing water stains.

Yr3 ceiling tile loose, too high for governors to attempt repair.

Governors noted two laser printers in the atrium. One was still switched on with the manual feed tray open. Governors closed tray and powered off the printer. Are these printers still used?

Governors viewed the repair/fault log. Noted jobs being attended to promptly.

Fire log was also inspected. Governors noted the weekly checks.

Fire Safety audit:

DS discussed the audit. Governors discussed the four areas requiring action. It was noted that KB has already completed three of these.

Health & Safety audit:

Due to a communication failure the audit was not viewed. To be included for next meeting.

A.O.B:

None.

Meeting closed @ 18:05

Date & time of next meeting:

16th May 2016 @ 17.30