

Management Bulletin

News and updates - 05.11.18

Main News from Management

Dear all,

I'm writing to you to raise awareness around some health and safety issues relating to our daily work and all the special events and celebrations we all take part in.

In the Health and Safety Core Group meetings and our Senior Management meetings (SMT) we turned to the celebrations of the festivals and events within Camphill School Aberdeen. More widely we also looked at the safe use of candles, (open) fires and gatherings of larger groups in general.

Having had sight of some of the wonderful planned celebrations and events this term, and also throughout the year, it would be good to identify for each event who the responsible person is and to ensure that robust risk assessments are in place.

Some of these include:

- Halloween
- Guy Fawkes
- St. Nicholas
- Advent sales
- Christmas Celebrations in the houses and community
- (Open) fires/bbq's
- Plays
- Carnival
- Candlemas
- Ascension Day
- St. Johns
- (Public) Events
- All Souls Day
- St. Martins
- Advent Garden
- School festivals
- Use of candles in all settings
- Open days/fairs
- Easter
- Large parties
- Michealmas
- Whitsun
- All other festivals and celebrations
- Larger gatherings

All these celebrations and events can involve large groups of (vulnerable) people and/or use of (open) fire or other hazards and there is a possible increased likelihood of accidents and incidents happening. It is for this reason essential that each event is risk assessed accordingly.

We would therefore request that these risk assessments are shared with and approved by SMT before the event is organised and well in advance of the event taking place. I have attached the appropriate risk assessment template which needs to be used.

Management fully supports the celebration of the festivals and events throughout the year and has the duty to ensure that these take place in a safe and inclusive way in order to safeguard their continuation into the future.

I trust that this has your full support and that once the majority of the risk assessments are in place we will have a comprehensive portfolio for these events. Some of you will already be familiar with these risk assessments from (overnight) outings and current training that is being provided.

Please do contact members of the Health and Safety Core Group (healthsafety@crss.org.uk) or members of the SMT (SMT@crss.org.uk) for any further support with regards to preparing for these events and the writing of risk assessments. We're happy to help!

