

## Newsletter Highlights:

Vital Human Resources	2
New 3 day H&S at work course	3
Associate Trainer Scheme	4
New IOSH Noise Resources	4
The NEBOSH Environmental Diploma	5
Working in Hot Temperatures	6
Healthy Workplaces for All Ages	6
The Federation of Window Cleaners	7
Health and Safety Myths	8
Fire Risk Assessments	9
National Clean Air Day	10
Taking a Mental Health Day	11
Simpsons Safety Posters	12
Resources for Students	13
Free Red Cross First Aid App	13
Historic H&S Pictures	14

Produced by:

 **Woodward SHE Ltd**

## Welcome to our 36<sup>th</sup> Edition of Safety Net



### I Haven't Got Time !

I travel many thousands of miles each year on the UK roads.

My job takes me all over Scotland, the North of England and the Midlands. The majority of miles are on the very crowded and at times very slow motorways [and on the M6 carpark on Fridays] but also several times a week within towns and cities.

When I watch some of the antics of other drivers I am surprised at how few accidents occur.

Undertaking, hogging the middle lane, changing lanes quickly without looking and excessive

speeding and dramatic braking are just some of the antics I see every day.

In towns I see jumping red lights, again lane changes without looking, excessive speeding and braking and driving too close to the car in front.

The one thing that seems to be a common feature about car drivers in general is "I haven't got time". This lack of time results in over 200,000 injuries every year.

These driving thoughts got me thinking about protecting people at work. I wonder how many accidents and injuries occur through "lack of time".

We realise that a lot

of needed health and safety training is not undertaken because "I haven't got time".

However, now we have our new Saturday day release courses in Whitehaven, a new three day NEBOSH Award and our five day NEBOSH Construction Certificate to help save you time.

We have generated these training courses so that people no longer need the excuse "I haven't got time" and so they can help prevent accidents and injuries at work.





## Vital Human Resources First IOSH Managing Safely Course in Scotland

The first IOSH Managing Safely Course run by the Bellshill office was completed in May 2017 with both participants passing the course. The course was delivered 1 day a week over 4 weeks and covered a number of topics such as law, safe planning, how to carry out risk assessments, identifying hazards as well as implementing control measures, incidents and accident investigation.

The course was run in partnership with Woodward SHE in Carlisle. Mark Barrett (HSE Advisor) the Woodward Associate trainer who ran the course said *'it was a very good course and has given both participants the necessary tools to assist them in planning tasks safely'*

It is hoped that further courses will be rolled out across the business to allow all operational planning personnel to have a better understanding of health and safety and as a result, raising the safety culture standard in Vital.

Andy Kelly Rail Manager said *'I thoroughly enjoyed the course and have taken a lot from it which I hope I can put into practice as part of my day to day duties'*



Mark Barrett HSE Advisor pictured centre with Andy Kelly (Rail Manager) left and Steve Gowans (High Output Ops Manager) on the right.

You can find out more about our Woodward Associate Trainer Scheme in the article on page 4.

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## New NEBOSH H&S at Work Accreditation

Woodward are pleased to be able to announce that we have now been accredited by NEBOSH to deliver the **NEBOSH Health and Safety at Work Qualification**.

This **3 day course** covers the basic health and safety principles and practices essential in the workplace.

### **A perfect introduction to health and safety.**

This introductory qualification will help improve the safety culture in your organisation, by equipping your workforce to identify and deal with hazards at work helping to reduce accidents and achieving cost savings for the business.

The qualification is designed to meet the needs of an international audience. There is no content on UK law. The multiple choice assessment is currently available in English, Arabic, Mandarin, French, European Spanish and Russian.

This qualification is also an ideal first step towards other higher level NEBOSH qualifications including NEBOSH's International General Certificate and National General Certificate.

### **What kind of people take the NEBOSH Health and Safety at Work qualification?**

This introductory qualification is aimed at anyone who needs to understand the principles of health and safety as part of their job. The typical people who would benefit from this qualification include:

- Team leaders and supervisors.
- HR professionals.
- Facilities managers.
- Those working with young people in a training environment.

### **Is it accredited?**

This qualification sits in the Scottish Credit and Qualifications Framework (SCQF) at SCQF Level 5 with 3 SCQF credit points. SCQF Level 5 is comparable to NQF/QCF Level 2 in England, Wales and Northern Ireland.



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## Woodward Associate Trainer Scheme

A Woodward Associate Trainer is either an individual trainer or a trainer working within an organisation who will register with us to run courses under the Woodward banner.

Essentially an Associate joins Woodward as a contractor, taking advantage of the Woodward brand and accreditations, to enable them to deliver training courses for their companies or clients.

### Reasons for individuals to become a Woodward Associate:

1. You may be working as a consultant and want to run courses for clients in an “open” format
2. You might be working in a company and need to deliver training to your workforce.
3. You are provided with support, guidance and advice from the trainers at Woodward.

Find out more here: <http://woodward-group.co.uk/about/associate-trainer-scheme/>

The Woodward Associate Trainer Scheme is constantly under development and more courses and other options may be added over time based upon the feedback and opportunity.

## New noise chapter added to IOSH's OH toolkit

A new chapter focusing on the adverse effects of noise in the workplace has been added to IOSH's online Occupational Health toolkit.

The development of the new guidance by IOSH's Information & Intelligence team follows feedback from members at the annual IOSH Networks Conference last year. It covers the main sources of noise at work, typical and hazardous noise levels, and the health effects of noise.

The guidance also highlights the legal background to noise at work, noise control measures, and provides advice for managers and employees on early intervention and rehabilitation.

To access the free materials visit [www.iosh.co.uk/noise](http://www.iosh.co.uk/noise)



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**Spotlight on .....**

**NEBOSH National Diploma in Environmental Management**

**The NEBOSH National Diploma in Environmental Management is designed for those with responsibilities for the management of environmental risk in relation to the damage caused by work activities.**

The Diploma is a professional level qualification, approximately equivalent to degree level. Foundation knowledge of health and safety (e.g. NEBOSH Environmental Certificate level) is advantageous, but not essential, when studying for the Diploma. The qualification covers the control measures for major types of environmental risk and incorporates civil liability and pollution prevention and control legislation, as well as the general principles of the management of environmental risk, including:

- waste minimisation strategies
- effects of hazardous substances
- energy efficiency
- control of pollution.

Qualification holders will be able to advise their organisation on the environmental impacts of their activities, their legal obligations and how to continuously improve their environmental performance as part of an integrated management approach.

The qualification teaches students about implementing effective environmental management systems within an organisation, including ISO14001. In addition to an exam, it also assesses the application of knowledge in a practical environment by getting students to carry out a detailed review of a workplace. They must then critically analyse the information and produce an action plan to improve environmental performance.

From our latest survey of successful NEBOSH Environmental Diploma students, over 92% of respondents would recommend the qualification to others. This suggests that it met or exceeded their expectations. We asked the students who responded to tell us why they took the qualification and the top reasons given were:

<b>Why did you take this qualification?*</b>	<b>%</b>	<b>What were the benefits?*</b>	<b>%</b>
Future career development	60	Improved confidence/knowledge	52
Continual Professional Development (CPD)	52	More responsibility	20
Taking on environmental responsibilities	28	Membership of a professional body	8

\*Students were able to specify more than one reason.

**Enhance your knowledge: case study**

Adam King works for Connect Scaffolding Ltd and holds a number of NEBOSH qualifications including the National Diploma in Environmental Management. The company sets high standards in all areas of its business, including the Safety, Health, Environment and Quality (SHEQ) department, of which Adam is Head.

Adam, 37, who is a former Royal Marine Commando, says his respect for NEBOSH comes from the fact that its qualifications *“are not simply about gaining knowledge, but are about thoroughly testing that knowledge to show you can apply it.”*

*“It’s what sets NEBOSH apart, to be honest,”* Adam told us. *“It’s why I respect it so much, because NEBOSH never just looks for a standard answer. It gives you a scenario when it tests you and makes you apply your knowledge as a safety professional to that scenario, which for me is a fantastic way of testing someone’s competence. After all, no matter how intelligent you are, if you’re not capable of applying the right information to a real-world scenario and in real-time, how are you going to keep things safe in a working environment?”*

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## Working in Hot Temperatures

Whilst there are legal minimum temperatures (below 16C, or 13C if doing physically demanding work), there is no legal maximum working temperature. The TUC has long called for an indoor maximum temperature and suggests 30C, with employers forced to introduce cooling measures at 24C. However, this has never been adopted.

Common sense would seem to be called for, with a relaxation of workplace dress codes when it really is hot, so that people can still work in comfort. Note that dress codes should apply with equal formality to both sexes - women have traditionally enjoyed more flexibility, as they can usually wear sandals and short/no sleeves without breaching dress codes.

If you haven't already, then it is worth considering whether to relax any formal dress codes to enable men to wear short sleeves or sandals, as well as looking at other ways of making the workplace more comfortable over the summer months, such as fans, portable air cooling cabinets and a supply of cool drinks as well as possibly allowing some flexibility in hours to avoid the rush-hour crush.

For those who work outdoors, on particularly hot days, it may be worth rescheduling outdoor work at times other than midday when temperatures are highest, ensuring that workers have enough sun-screen and water and allowing more frequent breaks.

## European Campaign - Healthy Workplaces For All Ages

By 2030, workers aged 55–64 are expected to make up **30 % or more of the workforce** in many European countries. The **retirement age is increasing** in many Member States and many workers are likely to face longer working lives. Efforts must therefore be made to ensure safe and healthy conditions **throughout working life**.

The [Europe 2020 strategy](#) identifies demographic change as one of the major challenges that Europe faces. To address this, the European Union (EU) [Strategic Framework on Health and Safety at Work 2014–2020](#) outlines measures to promote good practice and improve occupational safety and health (OSH) conditions for all workers.

The ageing workforce presents **various challenges** for all those involved in managing OSH:

- Longer working lives may result in longer exposure to risks.
- There will be more workers with chronic health problems and specific needs.
- Older workers might be more vulnerable to certain safety and health hazards.
- The high rate of work-related health problems in certain sectors and jobs that involve a heavy physical and/or mental workload, manual work or atypical working hours must be taken into account.
- Disability prevention, rehabilitation and return to work are of increased importance.
- At the society level, age discrimination needs to be dealt with.

More information on how you can get involved and for practical tools and guidance visit: <https://healthy-workplaces.eu/en>



## Federation of Window Cleaners - 70 year anniversary

In almost any business or industry, a collective body of professionals will virtually always be more powerful than an individual person or company. This is especially true when the body is recognised by the government as an authority on the industry. Such organisations can do many things such as influencing regulations, advancing the interests of members, creating new operating methods to enhance profit and safety and other activities. An industry body provides credibility, expertise, influence and access. The window cleaning industry is no exception.

With its seventy-year anniversary the federation of window cleaners has a long and distinguished history dating back to 1947 when it was originally formed the National Federation of master window cleaners by former army officer Albert Townsend, who saw the need to establish an authoritative organisation that would represent the window cleaning industry and its members, and from this grew the present day federation with its revamped corporate image to reflect industry changes whilst still retaining the founders rationale.

### The Safety Accredited Member scheme (SAM)

With the past seventy years' experience in mind the federation, in association with Woodward, developed two unique IOSH accredited training courses. These courses underpin the bespoke Safety Accreditation scheme (SAM) that they believe will express the federations' commitment to its membership, and to any potential members.

These two IOSH courses are:

- IOSH Cleaning Windows Safety using Waterfed Poles and Portable Ladders (1 day)
- IOSH Risk Assessment for Cleaning Windows, Guttering's and External Facades (1 day)

For its seventieth anniversary the FWC organised a Trade show in Blackpool which took place on 25th May.

There were 20 exhibitors supporting this event including seminar speakers and the ever popular window cleaning competition attracting 18 contestants to compete for the prize on offer.

The FWC completed the day with a Gala dinner.



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## Health and Safety Myths

There is no shortage of stories about ridiculous decisions taken, wrongly, in the name of health and safety. In this section we present HSE's responses to some of those decisions.

<http://www.hse.gov.uk/myth/index.htm>



### Case 346 - Café refused to serve customer in outside dining area

#### Issue

A waitress refused to serve the enquirer who was sitting in the outside area of the café because it was raining. The enquirer wrote and complained to customer services who advised that she was not served because on the day of her visit, the outside dining area of the restaurant was not open and the team were not able to allow customers to sit and dine in that area. They stated that for health and safety reasons, each section of the restaurant must be looked after and served by an allocated waiter or waitress. Staffing numbers did not allow for the outdoor area to be open.

#### Panel opinion

This is a very clear cut example of very poor customer service disguised with the all too easy "health and safety" excuse. If restaurants want to close off seating areas they should put up clear signs to this effect not use lame excuses when someone sits there and they are unwilling to serve them.

### Case 403 - Husband not allowed to stand up during his wife's pregnancy scan for health and safety reasons

#### Issue

During his wife's pregnancy scan at hospital a husband stood to pick up his 20 month old son who was misbehaving. Upon standing he was told that due to health and safety he was not allowed to stand up during the examination.

#### Panel opinion

Pregnancy scans need to be conducted carefully to check on the development of the foetus. Partners moving around during the scan may be distracting to the sonographer and small children could injure themselves or others if they are roaming free with medical equipment all around them. However, it is misleading to suggest that partners can't stand up or siblings need to be controlled under health and safety legislation. Asking partners to remain seated when appropriate or controlling young children when necessary in these circumstances is generally a matter of common sense. A simple briefing before the procedure would explain this and help to avoid any misunderstanding.



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## Fire Risk Assessments

The Fire Risk Assessment, for any business occupying premises, is a core Risk Assessment which must be completed.

Following recent events many businesses are interested in getting clarification on what the current position is in relation to:

- The need to have a carried out a proper Fire Risk Assessment which has identified all of the control actions and has an action plan to remedy any issues arising
- The requirement to review and keep the Fire Risk Assessment up to date

So to confirm a few facts:

Current legislation relating to Fire:

- o The Regulatory Reform (Fire Safety) Order 2005– England and Wales
- o Fire (Scotland) Act 2005 and the Fire (Scotland) Regulations 2006– Scotland
- o The Fire Safety Regulations (Northern Ireland) 2010 - Northern Ireland

These replaced the Fire Precautions Act 1971 and the corresponding acts in Scotland and NI.

All of these orders require a business to put fire precautions in place 'where necessary' and they should be reasonable and practicable for the business and reflect the location. The order states that:

- The responsible person must carry out a Fire Risk Assessment including identify all control measures necessary to remove or reduce Risks / Hazards Identified.
- employed part time employees are considered the same as full time employees when assessing numbers)
- The responsible person is required to constantly monitor any possible changes which could affect the Fire Risk Assessment however a review of the Fire Risk Assessment should be conducted at least annually to ensure that it is still appropriate for the business / location and has taken into account any changes in the:
  - o Building
  - o Business Processes
  - o Storage of Hazardous Substances / Stock etc
  - o Number of people employed
- The local Fire and Rescue Authority are charged with enforcing the order and they have the power to:
  - o Inspect premises
  - o Ask to see a copy of the assessment
  - o Issue an enforcement notice if they are dissatisfied with the assessment
  - o Issue a prohibition notice if the circumstances with the assessment are so deficient

**So to sum up the Fire Risk Assessment is still key and relevant to any business and the local Fire and Rescue service could carry out an inspection at any time.**



## First National Clean Air Day Steers OSH To Cleaner Fuel

OSH professionals are being urged to support the first National Clean Air Day by taking action to reduce key air pollutants in the workplace, including diesel exhaust fumes.

### About Clean Air Day

Air pollution is real and harms the health of millions. Unlike other risks to our health, lots of people don't know what causes air pollution, what effects it has on our bodies or how to reduce our exposure to it.

But there are lots of simple things we can do to improve air quality and look after our own and other people's health.

That's what National Clean Air Day is all about. It's a chance to find out more about air pollution, share information with your friends and colleagues, and take action to make the air cleaner and healthier for everyone.

Find out more here: <https://www.cleanairday.org.uk/>

### Health impacts of air pollution

Did you know that the costs to society of air pollution are similar to those caused by obesity and smoking?

Far from being a new environmental concern, air pollution has been around for a long time and researchers have been studying the effects of air pollution on the nation's health for decades.

Air pollution increases the risk of some serious illnesses, and can make existing conditions, like respiratory disorders, worse.

More details on the health effects can be found here: <https://www.cleanairday.org.uk/health-impacts-of-air-pollution>



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## Taking a Mental Health Day

### What is a mental health day?

In some countries, notably the United States, some employers have embraced the concept of the mental health day – an employee taking a day off work sick for reasons other than physical illness. The idea of a mental health day can be a contentious one for employers and employees. It's generally accepted that employees will only take a day of sickness absence when they absolutely cannot function at work, but the concept of the mental health day turns this notion on its head. People who take a mental health day might be physically well enough to come to work but can sense that their mental health is suffering and fear that they are at risk of becoming ill unless they take a break. Maybe their stress levels are building up and are causing physical symptoms such as difficulties sleeping, or feelings of anxiety or panic, or maybe they are struggling to keep their stress and emotions in check.

The rationale behind the mental health day is that taking a day out from work as sickness absence for the sole purpose of doing something good for your own mental health and wellbeing might prevent the stress levels from escalating. It's not about shirking your work responsibilities or 'skiving' – it's about being proactive and taking control, and trying to minimise the risk of physical illness that may be caused by ongoing mental struggles. And the theory behind the mental health day is that it will minimise unauthorised absences (e.g. people lying about being ill) and presenteeism (when people come to work when they aren't really well enough to work effectively and productively).

The concept of the mental health day is far from commonplace in the UK but it's something that organisations might want to consider implementing as part of their support for employees. Organisations that are considering offering mental health days would need to think clearly about how they would be written into company policies and how the process would be managed, and in terms of our general understanding and acceptance of mental health conditions, there are a number of potential barriers to their implementation:

- **The mental health taboo.** Mental health issues are still not discussed as openly as physical illness and are a taboo subject for many. Many people who wouldn't have any hesitation talking to their line manager about the need for a day off due to physical health conditions may well feel scared to admit that things are getting on top of them psychologically.
- **No diagnosis, so is it real?** Employees who are experiencing diagnosed mental health conditions that have a long-term effect on their ability to carry out their day-to-day activities can expect reasonable adjustments from their employers because their condition would be classed as a disability. However, a lack of mental health diagnosis does not actually mean that a person isn't struggling psychologically with issues such as stress, panic or anxiety. These issues might not be obviously apparent to others so it's tempting for others to perceive stress as an excuse for securing time off.
- **Is it really so bad?** Because everyone responds to pressure differently, what might cause overwhelming stress for one person may not cause any problem whatsoever for another. This can make it very difficult for others to empathise.

Read the full article from FitForWork here: [www.fitforwork.org/blog/taking-mental-health-day/](http://www.fitforwork.org/blog/taking-mental-health-day/)

Follow

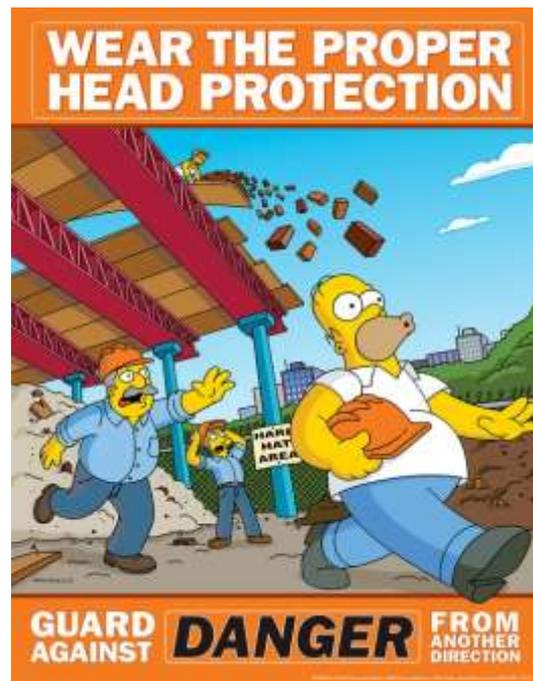
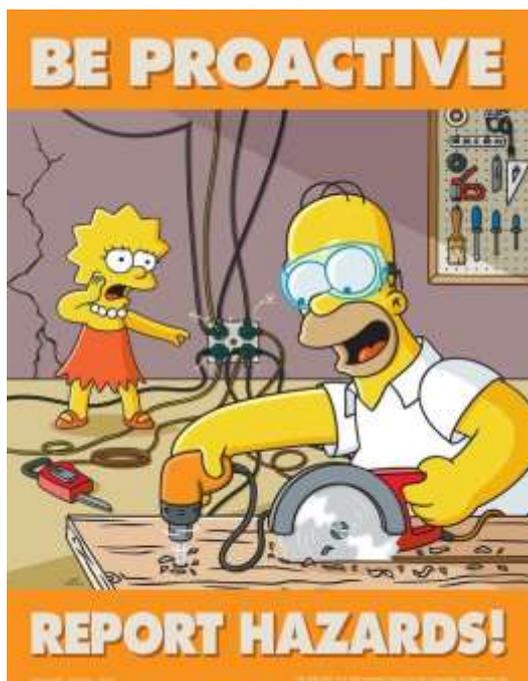
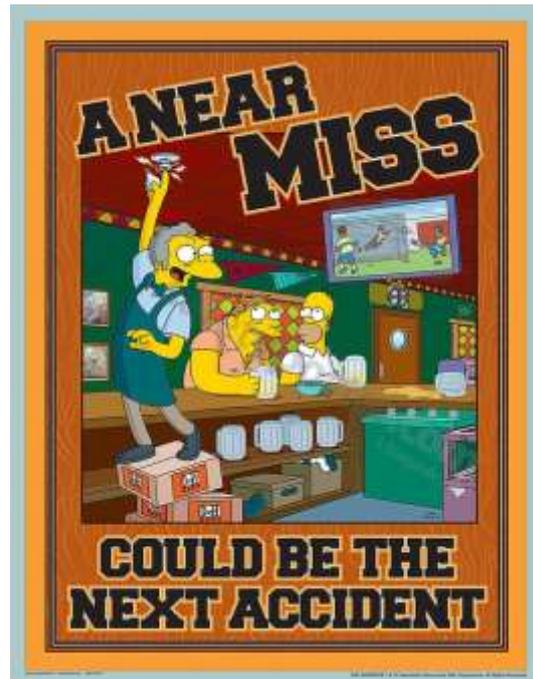
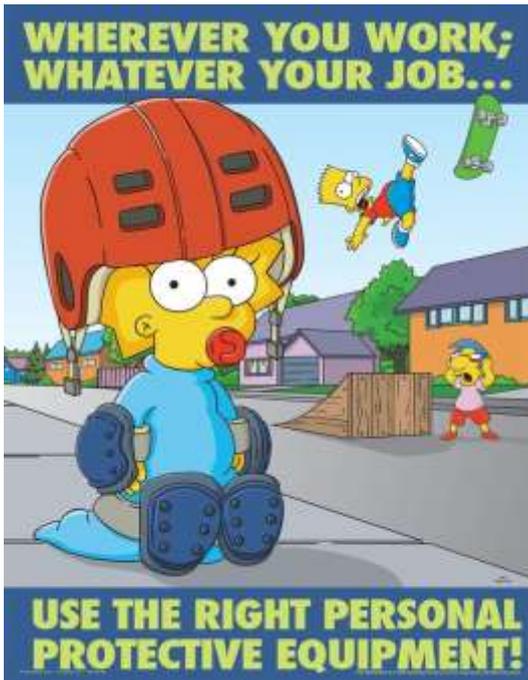


## Simpson's Safety Posters



Silly posters with a serious safety message !

You can download the full gallery of posters here: <http://imgur.com/gallery/2qCOF>



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## Resources for NEBOSH students



There are a number of free to download resources on the NEBOSH website which will help you if you are currently studying for a NEBOSH qualification. These include:

**Examiner Reports** – [www.nebosh.org.uk/Examiner\\_Reports](http://www.nebosh.org.uk/Examiner_Reports)

Available for Certificate level qualifications, the reports are designed to help you prepare for your assessments by providing feedback on exam technique, command words and learning outcomes.

**Example question papers and Examiners' feedback on expected answers** – [www.nebosh.org.uk/Examiner\\_Feedback](http://www.nebosh.org.uk/Examiner_Feedback)

Available for all Certificate and Diploma level units, the reports provide example examination questions and details examiners' expectations and typical areas of underperformance.

**Command Words** – [www.nebosh.org.uk/Command\\_Words](http://www.nebosh.org.uk/Command_Words)

Available for both Certificate and Diploma level qualifications. It provides a definition of each command word used and provides example responses using every day scenarios.

## Red Cross first aid app

**If a friend or family member was having a heart attack or was choking, would you know how to help them?**

This free app features simple, easy advice on 18 everyday first aid scenarios, as well as tips on how to prepare for emergencies, from severe winter weather to road traffic accidents.

With videos, interactive quizzes and simple step-by-step advice, it's never been easier to learn first aid.

The information you need is all hosted on the app itself, meaning no internet connection is needed, making it fast and easy to access.

### Download the app

Visit the [Windows Store](#), the [Apple App Store](#) or the [Google Play Store](#).

<http://www.redcross.org.uk/en/What-we-do/First-aid/Mobile-app>



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## Saturday NEBOSH Certificate Courses

We are pleased to announce that from this Autumn we will be running both the NEBOSH National General Certificate and the NEBOSH Construction Certificate as Saturday day release courses in Whitehaven.

### New Venue

Whitehaven Golf Club offers unique benefits as a venue for conferences and training courses. Set with the panoramic views of the Lakeland Fells, the Golf Club enjoys a peaceful, distraction-free environment with ample private parking.



<http://woodward-group.co.uk/venue/whitehaven/>

### Course Dates

#### [NEBOSH General Certificate in Occupational Safety and Health \[Ref: 17/09/91\]](#)

*Whitehaven Golf Club, Whitehaven, Cumbria*

##### **NGC1 ~ Management of Health and Safety:**

Saturday 02 September 2017      Saturday 09 September 2017

Saturday 16 September 2017      Saturday 23 September 2017

Saturday 30 September 2017

##### **GC2 ~ Controlling Workplace Hazards:**

Saturday 07 October 2017      Saturday 14 October 2017

Saturday 21 October 2017      Saturday 28 October 2017

Saturday 04 November 2017      Saturday 11 November 2017

[11 days]

#### [NEBOSH National Certificate in Construction Safety and Health \(5 Day\) Course \[Ref: 17/11/91\]](#)

*Whitehaven Golf Club, Whitehaven, Cumbria*

Saturday 18 November 2017      Saturday 25 November 2017

Saturday 02 December 2017      Saturday 09 December 2017

Saturday 16 December 2017

[5 days]

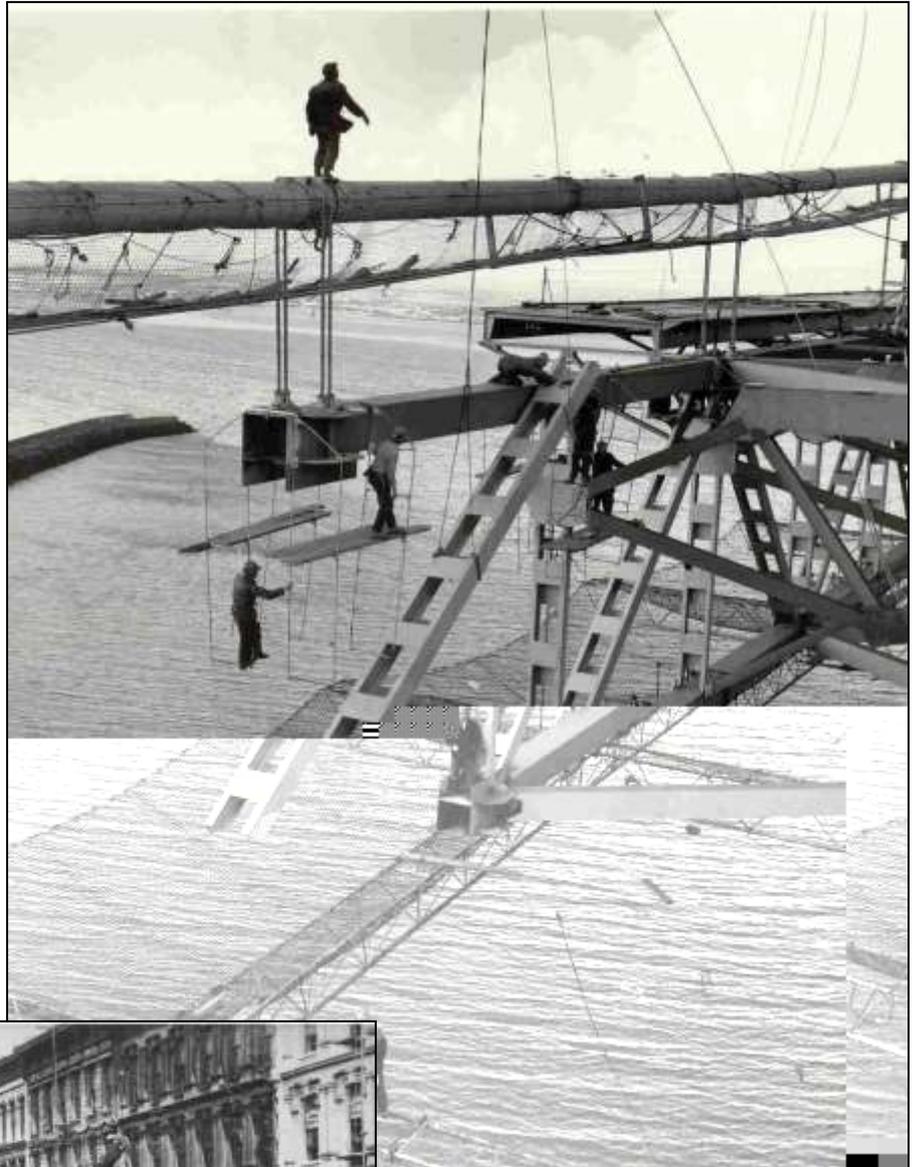
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## Historic Health and Safety Pictures



Construction begins on the Forth Road Bridge in November 1958



Construction of Chicago's transit system in 1895

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We're on the Web!

Find us at:

[www.woodwardgroup.co.uk](http://www.woodwardgroup.co.uk)

## Do you want to be our featured Alumni?

We want this newsletter to be about you, our Alumni. We'd like to feature a different past student each newsletter and talk

about what you've done since leaving us.

If you'd like to be featured in our newsletter please

send a short article about yourself and your career to the newsletter at [info@woodwardgroup.co.uk](mailto:info@woodwardgroup.co.uk).

## Testimonials Request

We would like to include some testimonials from past students on our website, so that potential students can get an idea about how we operate and what we have to offer.

If you would like to send us a testimonial please include your name and company (or rank if MoD) so that we can show that the testimonials come from real people.

Testimonials of all lengths would be greatly appreciated.

Many thanks in advance!



Several current students have suggested that they would have benefited from these.

### *About Our Company...*

Woodward delivers health and safety training and also environmental management training.

offered are IOSH, NEBOSH or CIEH accredited. However bespoke training, consultancy and auditing work are also undertaken.

Woodward wants to continue to develop professional safety, health and environmental, fire and construction managers.

The majority of the training courses

### *Do you have any feedback for us?*

We want to make sure that our alumni newsletter is something worth reading.

if you have an article you'd like to see in our newsletter or a letter for us to publish we'd be happy to consider them.

If you have any feedback or comments on how we can improve the newsletter we'd love to hear them. Equally

Please contact us on the usual address:

[info@woodwardgroup.co.uk](mailto:info@woodwardgroup.co.uk)



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