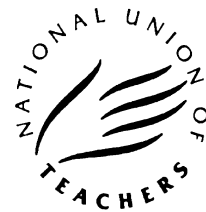


# To: NUT Health & Safety Representatives



## Annual Training Course

**Tuesday 2<sup>nd</sup> December 2008** (note change of date from previous letter)  
**Cromford Mill Training Centre (Nr Matlock)**  
**9.30 am – 3.30 pm**

- **Refresh your knowledge of H&S**
- **Learn about recent developments**
- **Training for new H&S representatives**

The day will

- Focus your attention on Health and Safety: don't let Health and safety suffer from "last item-itis"
- Energise your work. An active rep is the best way of reducing accidents at work.
- New developments, eg every school has had an asbestos and water management survey: do you know what they mean for your school?
- Train new representatives: eg how to inspect your school.
- Meet other reps: compare situations.
- In-depth knowledge. Examples from recent courses include noise protection, stress management and restraint of children.

**LUNCH INCLUDED**

Reply slip and details overleaf

DAVID FURNESS  
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We strongly recommend that you attend the training day. Apart from updating your knowledge, there are few opportunities for meeting reps from other schools and comparing situations. You are entitled to training at regular intervals. It is the employers' responsibility to provide cover. This is set out in Health and Safety legislation. Return the reply slip below and inform your headteacher of the date. I will then write to your head about the course and send you further information. The LEA usually pays for supply costs for small schools which cannot arrange internal cover.

There will be workshops on a variety of topics. These will include ones for new reps, eg how to inspect the premises. There will be others on topics that you request or that are high profile at the moment (eg asbestos, design of new school buildings).

*Some schools confuse the Representative with the Health and Safety Officer.* The Officer is a management appointment, responsible for Health and Safety in the school. The Representative is selected by the teachers or the unions to take up issues on behalf of the workforce.

***Book your place now: phone 01629 585086 (answerphone)  
or email [derbysnut@softhome.net](mailto:derbysnut@softhome.net)  
or post the slip to National Union of Teachers, FREEPOST  
DY48, Matlock, Derbyshire, DE4 9BR***

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*Please fill in the gaps or circle the appropriate words.*

**NAME OF SCHOOL:** ..... SECONDARY, PRIMARY, JUNIOR, INFANT, NURSERY

**NAME OF HEALTH AND SAFETY REP:** ..... FIRST NUT H&S TRAINING? Yes No

**TOPICS YOU ARE INTERESTED IN:** ASBESTOS, BUILDERS OR OUTSIDE CONTRACTORS IN SCHOOL, ELECTRICAL, FIRE, HEATING/NOISE, INSPECTIONS, VIOLENCE, RISK ASSESSMENT, MANAGEMENT OF H&S IN YOUR SCHOOL, RIGHTS OF THE H&S REP, SCHOOL SECURITY, STRESS, RESTRAINT OF CHILDREN, OTHER .....

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