



## CARETAKING & CLEANING NEWSLETTER Summer 2005

### Caretaker of the Year 2005

On April 21<sup>st</sup> the Caretaker of the Year Awards Ceremony was held at Norwich Castle. This was a fantastic evening, the awards being followed by a buffet and party to celebrate the success of the winning caretakers. There was even a chocolate fountain that proved very popular.



The contest was organised by ETCS and was open to more than 400 school caretakers.

The competition prompted a flood of entries with children sending in poems, songs, drawings and letters of support for the men and women who keep their schools in tip top condition. Well done to all the nominated caretakers

After the nominations were shortlisted, three independent judges, Brian Dickinson of Johnson Diversey, Mike Floyd of Premiere Products and Julian Adams of Burmatex Flooring had the task of visiting the shortlisted schools, their headteachers and caretakers before deciding on the winners.

The evening was hosted by Peter Hawes, Managing Director of Norfolk County Services and the awards were presented by Helen McDermott of Anglia Television. Mike White, the Chairman of Governors of Emneth Nursery School was presented with the Premiere Shield by Nick Malandrinos of Premiere Products, as the Emneth caretaker, Rob Dawson, was the overall Caretaker of the Year.

John Baskerville (now Chairman of Norfolk County Council) closed the ceremony.

The event captured media attention with coverage in the papers, on local radio and the television.



Winner of the Primary Schools category Rob Dawson of Emneth Nursery School was judged to be **Caretaker of the Year 2005** and is pictured above being presented with his trophy by Helen McDermott.

Winner of the High Schools category was Stephen Peck, Wymondham College.

Winner of the Special Schools category was Tony Johnston, Alderman Jackson School, King's Lynn.

Letters will be sent to all schools who purchase the services of the ETCS Technical Advisors later this year inviting nominations for Caretaker of the Year 2006.

The chocolate fountain? Be there next year!!

## Macro Clean Pad Test

A few months ago Jan Stanlick the site manager for Mile Cross Middle School kindly agreed to take part in a trial to test and evaluate a Macro clean pad from Denis Rawlins Ltd. These are his conclusions:

- 1. Floor Type:** Main corridor, Altro Rhino Safetread, treated with one coat of Eternum

**Method:** Taski Ranger. Spray clean with cold water and pick up with mop and then rinse with cold water

**Result:** Lifted dirt well, but very slow method. Had to rinse pad several times and could not work in small sections
- 2. Floor Type:** Kitchen and Dining Hall, untreated Altro Rhino Safetread

**Method:** Taski Ranger with tank. Scrub with Premier product Screen (non foaming) and cold water at dilution rate of 1:50 in 10 litres. Pick up with S80 and rinse with water.

**Result:** Lifted dirt well and was quick with good results. The dirt was suspended in the water ready for pickup.
- 3. Floor Type:** Toilet floors, old type of Altro

**Method:** As in (2) above.

**Result:** As in (2) above, but seemed to lift more dirt than a normal pad. Overall the floors looked cleaner.

In conclusion Jan said that scrubbing with a tank machine released the dirt well and using lots of water suspended the dirt ready for pickup.

Spray cleaning was too slow and areas dried too quickly.

Jan preferred to use Screen from Premiere Products in the tank as then he knew that the floors were disinfected. However water does work and at no cost.



Heel marks could not be removed, as you cannot lean the machine to heel.

Cleaning the pad can be done by rinsing under cold water, but Jan preferred to machine wash at 40 degrees, as he felt the pad needed it after cleaning toilet areas.

Overall Jan felt that the cleaners seemed to like using the Macro pad as they were always “borrowing” it!

Many thanks to Jan and his team for doing the trial; it seems it was a worthwhile exercise.

If you would like more information on the Macro pad, then please contact your Technical Advisor.

James Warner

## Health and Safety Awareness Seminar

I have presented Health and Safety Awareness Seminars for Caretakers, Site Managers and Cleaning staff for a few years now and have been encouraged to see the continued interest in this training.

The Health and Safety at Work Act requires employers to provide information, instruction and training to their employees. If this basic requirement is not carried out and an accident occurs due to untrained staff there is seen to be a breach of the Act and there is the likelihood of prosecution and fines from the Health and Safety Executive.

The Seminar offered will ensure that you have taken steps to comply with the Act and this is recorded through Certification and qualified by a questionnaire as part of the Seminar offered.

I am sometimes asked "What if I pay for his/her training and he/she leaves? " my reply is "Consider the implications if you do not train and he/she has an accident". Fines for breaches of regulations can reach £20,000 in the Magistrates Court or unlimited fines – or even imprisonment in the Crown Court. Then there could be a compensation claim, cover costs for replacement staff, repair costs for building fabric or equipment, higher insurance costs and bad publicity.

Many subjects are covered during the seminar and, although every subject cannot be covered in full, details are given of reference documents which should be on site .

Does your Caretaker have a Caretakers Code of Practice and does he/she have access to the Policy and Procedures Manual? These documents will be needed to complete the questionnaire provided.

The Seminar is a full day with tea, coffee and biscuits on arrival and a buffet lunch.

A Manual is provided and a Certificate is awarded.

The day is informal and relaxed and staff who attend enjoy meeting other Caretakers. In the past we have offered the course to a geographical area within the county, selected a venue, usually a School where the Caretaker is offered a free place in return for use of the venue, and presented the Seminar in that area to cut down on travelling by candidates.

The Seminar is offered at £75, which we know to be good value for money.

### Think Safety , Stay Safe

A series of seminars are being held in the next few months:

- 2<sup>nd</sup> August in Great Yarmouth
- 4<sup>th</sup> August in King's Lynn
- 24<sup>th</sup> August in Norwich
- 25<sup>th</sup> October in Thetford

If you would like to attend on one of these dates and have not yet put your name down, please talk to your Technical Advisor or contact Caroline Graves on 01603 222040

Colin Makepeace

### ESINET

This Newsletter is also available on ESINET and is being sent out by the County Hall e-Courier. We hope to send out all future newsletters electronically, your Technical Advisor will keep you informed.



## NEW HEALTH AND SAFETY LEGISLATION

New legislation regarding work at height was introduced in April of this year. The Work at Height Regulations requires all employees working at height to be given information, instruction and training.



The new regulations will affect anyone who leaves the floor to carry out a task. They should be able to inspect equipment before use and either have access to a generic risk assessment or be able to risk assess the task for themselves. Appropriate risk assessment needs to be carried out to identify ways of reducing risks and selection of the correct equipment for the task whether it be a step ladder, a ladder or a portable scaffold.

The Technical Advisors have completed an Instructors course in portable steps, ladder and portable scaffold use, and are now able to provide relevant training for caretaking and cleaning staff.

Maintenance tasks may require the use of access equipment and this is when the training and knowledge in the safe use of access equipment is needed.

We have access to a lightweight folding base scaffold tower for training events and can also offer these units for sale at reduced rates.

We have compiled courses which will be appropriate for school staff and will be certified to comply with the requirements of the new regulations. If you are interested in this additional training please contact your Technical Advisor or Caroline Graves on 01603 222040



Many high level cleaning tasks can be performed safely from the ground with extension poles and attachments. This eliminates the need for working at height which is the first principle of good risk assessment. Your Technical Advisors can give advice on purchase of this type of equipment.

### Your Technical Advisors are:

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