

# Mount Sion Primary School

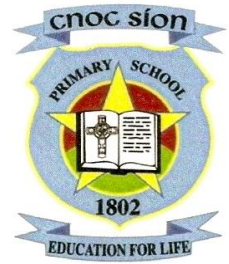
Barrack Street, Waterford.

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## Safety Statement for Mount Sion Primary School, Waterford

*Please read the following Safety Statement and note and bring to Principal's attention any changes that need to be made*

# **Safety Statement**

## **Statement on General Policy**

The Board of Management of Mount Sion Primary School recognises the importance of the Legislation enacted in the Safety, Health and Welfare at Work Act 2005.

This Safety Statement sets out the Safety Policy of The Board of Management of Mount Sion Primary School and sets out the means to achieve that policy. The Board of Management's objective is to endeavour to provide a safe and healthy work environment for all our employees and pupils and to meet our duties to members of the public with whom we come in contact.

This policy requires the co-operation of all employees.

It is our intention to undertake regular reviews of the statement in light of experience, changes in legal requirements and operational changes.

The Board of Management will undertake to carry out a safety audit annually and report to staff. This inspection/safety audit will be carried out more frequently if requested by either staff or the Board of Management.

All records of accidents or ill-health will be monitored in order to ensure that any safety measures required can be put in place wherever possible, to minimize the recurrence of such accidents and ill-health.

## **Policy Statement on Safety, Health and Welfare at Work of the Board of Management of Mount Sion Primary School.**

The Members of the Board of Management of Mount Sion National School are

<b>Chairperson:</b>	Br. Phil Ryan
<b>Secretary:</b>	Mr. Michael Walsh
<b>Treasurer:</b>	Mr. Michael Frisby
<b>Other Board Members:</b>	Ms. Nichola Beresford
	Ms. Nora O'Byrne
	Mr. Pat Evans
	Ms. Carolyne Murphy
	Mr. Owen Sauvage

The Board of Management will ensure that, in so far as is reasonably practicable, the highest standards of safety shall prevail and that, at a minimum, the provisions of the Safety, Health and Welfare at Work Act, 2005 are applied.

Specifically, the Board of Management wishes to ensure so far as is reasonably practicable:

- (a) the design, provision and maintenance of all places in a condition that is safe and without risk to health.
- (b) the design, provision and maintenance of safe means of access to and egress from places of work.
- (c) the design, provision and maintenance of plant and machinery.
- (d) the provision of systems of work that are planned, organised, performed and maintained so far as to be safe and without risk to health.
- (e) the provision of instructions to staff on proper lifting techniques of pupils and dealing with pupil challenging behaviour.
- (f) the provision of such information, instruction, training and supervision as is necessary to ensure safety and health at work of its employees.
- (g) the provision and maintenance of suitable protective clothing or equivalent as necessary to ensure the safety and health at work of its employees.

- (h) the preparation and revision as necessary of adequate plans to be followed in emergencies. e.g. fire drill, injuries etc..
- (i) the safety and prevention of risk to health at work in connection with any article or substance.
- (j) the provision and maintenance of facilities and arrangements for the welfare of employees at work.
- (k) obtaining where necessary, the services of a competent person for the purpose of ensuring the safety and health at work of its employees.
- (l) the continuing update of the *Safety Statement* .
- (m) the provision of arrangements for consultation with employees on matters of Health and Safety.
- (n) the provision of arrangements for the selection from amongst its employees of a representative.

The Board of Management recognises that its statutory obligations under legislation extends to employees, students, any person legitimately conducting school business and the public.

The Board of Management of Mount Sion Primary School will ensure that the provisions of the Safety, Health and Welfare at Work Act, 2005 are adhered to.

A Safety Committee comprising the Health and Safety Officer of the Board and the Health and Safety Officer of the Staff will monitor the implementation of the Safety and Health Policies of Mount Sion Primary School, and the requirement under the Safety, Health and Welfare at Work Act 2005.

## **DUTIES OF EMPLOYEES**

The Board of Management believes that each employee accepts his or her legal responsibilities for safety in their own areas and the implementation of relevant safety procedures.

It is the duty of every employee while at work:

- (a) to take reasonable care for his/her own safety, health and welfare and that of any person who may be affected by his/her acts or omissions while at work.
- (b) to co-operate with his/her employer and any other person to such an extent as will enable his/her employer or the other person to comply with the relevant statutory provisions.
- (c) to use in such manner so as to provide the protection intended, any suitable appliance, protective clothing, convenience, equipment or anything provided (whether for his/her use alone or for use by him/her in common with others) for securing his/her safety, health or welfare while at work.
- (d) to report to the Board of Management without unreasonable delay, any defects in plant, equipment, place of work, or system of work, which might endanger safety, health or welfare, of which he/she becomes aware.

No person will intentionally or recklessly interfere with or misuse any appliance, protective clothing, convenience, equipment or anything provided in pursuance of any of the relevant statutory provisions or otherwise for securing safety, health or welfare of persons arising out of work activities.

Employees will, by using available facilities and equipment provided, ensure that work practices are performed in the safest manner possible.

## CONSULTATION AND INFORMATION

It is the policy of the Board of Management of Mount Sion Primary School

- to consult with the Board Safety Officer Mr. Pat Evans Staff Safety Officer (Mr. Ed O'Brien), INTO representative Ms. Catherine Whelan, School First Aid Officers (Mr. Michael Walsh and Ms. Orla Coffey) and Fire Officer (Michael Walsh) in preparation and completion of the Health and Safety Statement and of Hazard control forms,
- to give a copy of the Safety Statement to all present and future staff,
- that any additional information or instructions regarding Health, Safety and Welfare at work not contained in the document will be conveyed to all staff as it becomes available,
- that Health, Safety and welfare will form an integral part of any future staff training and development plans.
- that the Safety Statement will be put on display in a public area within the school.
- Lists of Personnel to be available as appropriate; pupil lists in classroom, with copies in Principal's Office and Secretary's Office; teacher and ancillary staff lists in Principal's Office and Secretary's Office; those named as being responsible for the implementation of Evacuation Procedure to have appropriate lists,
- The Code of Behaviour in the school provides for a level of behaviour to minimise personal risk or stress to any employee.
- that when an employee feels at risk from, or threatened by, a particular person on school property, this must be drawn to the Board of Management's attention. The Board of Management will undertake to ensure that in such circumstances all appropriate measures will be taken to protect employees.

## HAZARDS

Some Hazards can be rectified but others remain constant. The Hazards have been divided into the following categories.

1. Specific hazards,
2. Other potential hazards,
3. Hazards that can be rectified or minimised
4. Constant hazards

Hazards that can be rectified or minimised will be dealt with as a matter of urgency. Those that cannot will be clearly indicated and appropriate procedures listed beside them.

The Board of Management in consultation with the employees will review and make recommendations on the elimination of Hazards.

## **1. SPECIFIC HAZARDS**

### **FIRE**

It is the policy of the Board of Management of Mount Sion Primary School that:

- there is an adequate supply of fire extinguishers which will deal with any type of fire,
- all fire equipment is identified and regularly serviced,
- regular Fire drills take place at least once per term,
- instruction is given at two yearly intervals in the use of Fire Extinguishers
- materials/equipment,
- fire alarms are clearly marked,
- signs will be clearly visible to ensure visitors are aware of exit doors,
- all electrical equipment be unplugged or turned off outside office hours and when offices are vacated for lengthy period,
- the Senior Playground is designated as the assembly area in the event of evacuation,
- those leaving buildings/classrooms should let someone know; specifically, pupils should inform teacher, teachers and ancillary staff should inform Principal/Deputy Principal or Secretary as appropriate,
- exit signs are clearly marked,
- Mr. M. Walsh and Mr. Ed O'Brien are responsible for safe evacuation procedures,
- the school and equipment have been checked by a Fire Officer and all recommendations made by him/her have been implemented.



## **2. OTHER POTENTIAL HAZARDS**

- Condition of school buildings, dampness, draughts, roof slates, leaks, electrical fittings, windows opening out at head level, yard-surface, etc.,
- Storage, maintenance, and appropriate use of P.E. equipment.
- Individual classrooms, sockets, lights, etc.
- Hallway condensation, slippery floor surface, protruding units such as coat rails, etc.
- Toilets, water, towels, sanitary disposal units, hand dryers, floors, cleaning policy, etc. Arrangements for separate Staff toilets, etc.
- Water, drinking/on drinking areas clearly marked and specified.
- Staff room, facilities, safety measures, etc.
- Ice/flooding on yards, steps, etc.

### **3. OTHER HAZARDS**

The (A) Hazards that can be rectified and (B) Constant Hazards listed below are to be reviewed and revised annually as necessary.

#### **(A) Hazards that can be rectified or minimised**

##### **INDOOR**

1. Fire Exit Signs: to be displayed on all corridors
2. Evacuation Procedures: to be clearly displayed – persons responsible to be named
6. Lists of Personnel to be available as appropriate – pupil lists in classroom, with copies in Principal's Office and Secretary's Office; teacher and ancillary staff lists in Principal's Office and Secretary's Office; Those named as being responsible for the implementation of Evacuation Procedure to have appropriate lists
7. Training in the use of fire equipment to be provided regularly (every two years)
8. Fire Points – to be clearly labelled
9. Fire Drill – to take place once per term
10. Electrical Equipment (plugs, extension leads etc.) to be checked out at the beginning of the academic year
11. Fuse Ratings of plugs to be checked and changed if incorrect, specifically the use of 13 amp fuses where 3 amp fuses are required
12. Isolation Switches to be marked, made accessible and known to all staff
13. Extension Leads for use with drills and other similar equipment to be fitted with Residual Current Circuit Breakers
14. Knots and kinks to be removed from electrical leads

15. Manufacturers Instructions / Operating Manuals for all equipment to be available
16. All personnel to be advised to unplug and switch off all electrical equipment when not in use, where appropriate
17. Flammable substances to be stored away from heat and direct sunlight
18. Notices indicating the location of First Aid Boxes to be displayed
19. P.E. Equipment and floors on which P.E. activities are engaged in to be inspected annually
22. Hand-Rail to be installed on the steps leading from the floor of the Assembly Hall to both sides of the stage, and non-slip surface to be provided on said steps,
23. Combustible Materials/Waste to be removed from Boiler Room,
24. Toilet Block near Stairs 2 - nails to be removed, wire mesh to be secured, store room to be locked, light circuits to be checked and secured.
25. Store Room beside Stairs 2 to be kept locked,
26. Toilets Block near Stairs 1 - nails to be removed, wire mesh to be secured, store room to be locked,
27. Toilets Block Infants Area - boards with nails to be removed, Store Room to be locked
28. Toilet Block near main entrance - broken socket to be replaced, nails to be removed, Store Rooms to be locked, planks to be removed, wire mesh to be secured, shore to be raised to floor level,

## **(B) Hazards that can be rectified or minimised**

### **OUTDOOR**

1. Concrete slabs at Barrack Street entrance which are breaking up
2. Guttering to School Hall needs to be replaced
3. Fencing separating Senior Playground from Link block Car Park needs to be replaced
4. Wooden boundary to Soft Surface in Junior Playground needs to be monitored
5. Area to corner of soft surface where briars grow at boundary wall needs to be monitored
6. Roof to storage shed in Junior Playground needs to be checked for ongoing condition

## **4. CONSTANT HAZARDS**

### **INDOOR**

1. **Machinery, Kitchen Equipment and Electrical Appliances**  
It is the policy of the Board of Management of Mount Sion' Primary School that: Machinery, Kitchen Equipment and Electrical Appliances are used only by competent persons. Such appliances and equipment will be subject to regular maintenance checks.
2. **Chemicals**  
It is the policy of the Board of Management of Mount Sion Primary School, that all chemicals, detergents etc., be stored in clearly identifiable containers bearing instructions and precautions for their use and kept in a locked area, and gloves and other forms of protection be provided for use when handling them as appropriate.
3. **Drugs Medication**  
It is the policy of the Board of Management of Mount Sion Primary School, that all medication, drugs etc. be kept in a proper medication cabinet, locked at all times, the key to which is kept in a secure place. Pupils requiring medication while at school must provide a written, signed authorisation from parent(s) or guardian(s) to that effect.

4. **Highly Polished or Wet Floors**  
It is the policy of the Board of Management of Mount Sion Primary School, that:-  
Floors will not be polished or made slippery or that a non-slip polish will be used, washing of floors is conducted after school hours to ensure, as far as is reasonably practicable, elimination of danger of slipping. To this end, warning signs regarding wet floors will be used.
5. **Stairways slippery.**  
Solution - Provide warning signs.
6. **Dark stairways.**  
Solution - lights to be left on.
7. **Slippery Passageways.**  
Solution - provide warning signs.
8. **The Code of Behaviour**  
The Code of Behaviour in the school provides for a level of behaviour to minimise personal risk or stress to any employee
9. **Access to employees is by consent**  
When the employee feels at risk from or threatened by a particular person on school property, this must be drawn to the Board of Management's attention. The Board of Management will undertake to ensure that, in such circumstances, all appropriate measures will be taken to protect employees.

## OUTDOOR

1. Various levels of steps at entrance to school:  
Solution - provide warnings,
2. Car-parking area beside Monastery building unsafe for play and entry or exit from school.  
Solution - enforce rule to students to leave by designated gate only.
3. Use of Link block Car-Park as seating area for big lunch between 12:30pm and 1:00pm, designated as a 'sit-down only' area.
4. Clós Uí Fhainín, grass needs to be 'combed' every week. Use of quad bike and attached 'comb' by M. Walsh only. Bike to be stored in shed in Junior Yard.
5. Clós Uí Fhainín to be serviced by external company once per year.

## TRAINED FIRST AID PERSONNEL

- It is the policy of the Board of Management of Mount Sion Primary School, that :
- Trained First Aid personnel are provided in the school.
- All required remedies and equipment are made available for first aid function.
- There will be an adequate supply of properly equipped First Aid Boxes available at all times to staff. These boxes will be stocked and maintained by the trained First Aid personnel to Health and Safety Act standards.
- The First Aid Boxes should contain:-
  - Elastoplast plasters
  - Savlon Antiseptic Solution
  - Antiseptic Wipes
  - Antiseptic Cream
  - Eye Wash Solution
  - Tape
  - Cotton Bandage
  - Burneze
  - Waspeze
  - Scissors
  - First Aid Chart
  - Disposable Gloves which should be used at all times when administering First Aid
- Hot water and anti-bacterial hand cleaning gel will be available and should be used before and after administering First Aid.

## **OTHER ITEMS**

1. When the Patron is making nominations to the Board of Management and when parents are electing parents' representatives to the Board of Management, they are requested to bear the Health and Safety Act in mind and, where possible, to ensure that the Board of Management should contain at least one member with skills in this area.
2. Persons coming onto the school premises must identify themselves clearly to whoever answers the door before gaining admittance to the school premises. Any contractor should make direct contact with the Principal, or Deputy Principal, before initiating any work on the school premises.
3. It is the policy of the Board of Management of Mount Sion Primary School, to minimise sound pollution - room to room, corridor to yard, yard to room, etc.
4. When people are working on the premises with drills or other loud implements, they must wear protective ear muffs. Where such work is taking place which constitutes any threat to Health and Safety, the school will be closed or the work will not take place during school hours.
5. All flammable, toxic and corrosive substances must be kept in the locked press/room provided. All the above substances must be clearly and accurately labelled at all times.
6. When a child who needs to be lifted is enrolled in the school, suitable support services must be provided, arrangements made and training provided for the lifting of the child in order to minimise strain on staff.
7. Arrangements will be made to ensure the protection of staff from children who display violent or emotionally disturbed behaviour.



## APPENDIX 1

### SAFETY REPRESENTATIVES' CHECKLIST

#### FOR SCHOOL INSPECTIONS

##### INSPECTION LIST

#### **1. CIRCULATION AREAS**

##### **1.1 Stairways**

Check that :

- 1.1.1 stairways are fitted with sound banisters or rails
- 1.1.2 stairways are adequately lit
- 1.1.3 steps are not worn or broken or slippery

##### **1.2 Passages**

Check that :

- 1.2.1 floor surfaces are even and are not slippery
- 1.2.2 passages are adequately lit
- 1.2.3 litter or rubbish has not been allowed to accumulate
- 1.2.4 mats, etc. are not positioned in such a way as to be tripping hazards
- 1.2.5 there are no areas of loose, flaking or damaged paint, plaster or plasterboard

##### **1.3 Door and Windows**

Check that :

- 1.3.1 doors are unobstructed
- 1.3.2 doors with glass windows have toughened or laminated glass
- 1.3.3 doors with a fire resistance requirement have wire reinforced glass
- 1.3.4 there are no doors with :
  - \* loose or broken hinges
  - \* damaged or sticking catches
  - \* broken wood panels or glass panels
  - \* loose or stiff handles
- 1.3.5 doors are not allowed to swing freely without restraint
- 1.3.6 windows are not broken or cracked
- 1.3.7 windows open easily without undue force being applied
- 1.3.8 windows do not jut out dangerously when open
- 1.3.9 windows are cleaned regularly
- 1.3.10 windows do not have broken fastenings or cords
- 1.3.11 where necessary, a window pole is available

## 2. HEATING AND VENTILATION

Check that :

- 2.1 the heating system is regularly serviced and maintained in good order.
- 2.2 the heating system is adequate to comply with the requirements of circular 24/82;
- 2.3 where there are large areas of glass facing direct sunlight, there is provision for shading, e.g. pull down blinds;
- 2.4 windows can be easily opened to allow for adequate ventilation.

Further advice on heating and ventilation is given in the next section.

## 3. FIRE SAFETY

Check that :

- 3.1 the fire exits and escape routes are clear from obstruction
- 3.2 fire doors are kept unlocked and unobstructed whilst people are on the premises
- 3.3 all designated fire exits are clearly marked
- 3.4 evacuation procedures are clearly displayed
- 3.5 staff and children are familiar with evacuation procedures
- 3.6 staff are familiar with and have been adequately trained in the procedure to be followed when using fire fighting equipment
- 3.7 there have been practice evacuations/fire drills held at least once per term
- 3.8 fire doors open outwards and are not held or wedged open
- 3.9 fire extinguishers and fire blankets are checked and maintained in accordance with manufacturer's instructions
- 3.10 the fire fighting equipment available is that recommended by the local authority's fire officer and is located in accordance with the fire officers' recommendations;
- 3.11 the fire alarm system is tested at regular intervals whilst the school is in session to ensure that it works and is audible in all parts of the building
- 3.12 flammable substances e.g. cleaning fluids, photocopying chemicals etc. are stored correctly, away from any sources of heat.

More detailed advice on fire safety is given in the next section.

## 4. ELECTRICAL EQUIPMENT

### 4.1 General

All electrical equipment should be maintained and checked regularly by a competent person. Such maintenance should include checking that :

- \* equipment is correctly wired and earthed
- \* plugs are correctly wired
- \* use ratings that are correct for the type of equipment being used (fuse ratings should be marked on the equipment and the plug): specifically, the use of 13 Amp fuses where 3 Amp are required
- \* the mains supply is still capable of meeting the maximum demand
- \* the distribution system (i.e. sockets, bench supplies, etc.) is suitable for the type of work being carried out
- \* the isolating switches are marked, well-sited, accessible and known to staff
- \* residual current (earth leakage) circuit breakers are used where appropriate

### 4.2 Lighting

Visually check that :

- all the light fittings are working and are kept in a clean condition
- light switches are not broken and appear to be in a safe condition
- the lighting is adequate for the type of work being undertaken as specified in Circular 24/82

### 4.3 Plugs/Sockets/Leads

Visually check that :

- plugs are in good condition with no cracks or pieces missing
- sockets are in good condition with no cracks or pieces missing
- socket screws and mountings are secure
- sockets are situated in safe positions, convenient for the equipment to be used and not subject to damp
- indicator lights on sockets function correctly
- insulation on leads is not cracked or frayed
- leads are without knots or joins and are reasonably free of 'kinks'
- leads are the correct length for the equipment being used
- there are no trailing leads
- multi-point adaptors are not being used

- leads and flexible cable are securely fixed at both equipment and plug ends
- extension leads to be used with drills and other similar equipment to be fitted with Residual Current Circuit Breakers

#### 4.4 Equipment

Check that :

- fixed and portable electrical equipment is not damaged and, as far
- as you are aware, is operating correctly
- copies of manufacturers' instructions/operating manuals are easily
- accessible
- equipment is only being used for purposes for which it was
- intended
- where appropriate, all electrical equipment is switched off and
- unplugged when not in use
- mains isolating switches are easily accessible and known to staff
- on/off indicator lights function correctly
- equipment incorporating heating has a thermal safety cut-out in
- addition to a thermostat
- equipment containing liquid has a leakage detector
- all items of electrical equipment are properly and regularly maintained and serviced.

#### 5. USE OF GAS

Check that :

- the location of gas isolator valves is known and these are accessible to all appropriate staff (but obviously not accessible to children)
- gas taps and valves are tested regularly
- gas tubings and burners are not damaged
- cylinders of compressed gas are:
  - \* correctly stored away from heat sources, flammable substances and out of direct sunlight
  - \* securely fixed in brackets, clamps or trolleys
  - \* clearly labelled and painted
  - \* portable bottle gas heaters are not suitable

## **6. FIRST AID**

Check that :

- notices are posted in prominent positions detailing :
  - \* name(s) of first aider(s);
  - \* location of first aid boxes;
  - \* procedure for calling ambulances, etc.;
  - \* telephone number of local doctor, gardaí, hospital.
- first aid boxes are readily available and adequately stocked.
- the accident book is readily available and kept up-to-date.
- 

## **7. GENERAL PURPOSE CLASSROOMS**

- look again at sections 1-4;

Check that :

- hazards are not arising from overcrowded classrooms
- all cupboards, interactive whiteboards, display units are stable
- classroom furniture is not damaged
- wherever possible, there are no sharp edges or corners on the furniture
- furniture is positioned safely
- all shelf mountings are secure

## **8. ART FACILITIES**

Check that :

- safety rules are clearly displayed in all art rooms
- chairs, stools and ladders are sound
- floors are in good condition and are non-slip
- guillotines are fitted with an approved safety guard which can be locked
- floors are swept daily and studios washed down at least every term
- throwing wheels are maintained properly
- all containers are labelled clearly
- all foam materials are stored away from heat sources
- filters in fan assisted heating systems are cleaned weekly
- materials and partly finished work are stored safely

**9. Home School Liaison Room**

Check that:

- safety rules are clearly displayed
- the layout of the room is such as to allow safe access/exit/circulation bearing in mind the numbers of pupils accommodated
- first aid boxes are available
- floors are in good condition and are non-slip
- working surfaced are in good condition and are impermeable
- refrigerators are operating within safety temperature ranges and are only used for the storage of foods
- there is a wash basin with hot water, soap, nail brush and disposable towels for washing hands prior to handling food
- all cleaning materials and other potentially dangerous substances are stored correctly, clearly labelled and the shelf life is known and kept in check

**10. SCHOOL HALL**

Check that :

- first aid boxes are easily accessible
- floors are clean, even, non-slip and splinter proof
- all brackets securing ropes, wall bars, etc. are sound
- PE equipment is stacked securely and positioned so as not to cause a hazard
- there is a regular routine for inspecting furniture, floors, apparatus, equipment and fittings
- wooden beams, benches, etc. are free from splinters and generally sound;
- vaulting horses, beams and benches are stable and do not wobble when in use
- where there is a stage
  - \*steps are not damaged;
  - \*steps have an adequate handrail;
  - \*stage lighting is properly wired and earthed, and stored correctly when not in use;
  - \*curtains run freely.

## **11. NON-TEACHING AREAS**

### **11.1 Offices**

- Check that substances for use with photocopying/duplicating machines are stored correctly, and that the room where photocopying/duplicating machines are operated is adequately ventilated

### **11.2 Kitchen Areas**

- the kitchen/dining area is kept clean
- the kitchen floors are sound and non-slip, especially when wet
- first aid boxes are available in the kitchen area
- equipment is adequately guarded
- 

### **11.3 Boiler Room**

- there is no combustible waste stored in boiler rooms or elsewhere (e.g. oily rags)
- all safety devices in the boiler room are in proper working order
- the boiler is regularly maintained by a competent person
- all cleaning materials, particularly those which might be hazardous, are securely stored

### **11.4 Staff Facilities**

- the staffroom is clean, warm and well lit;
- there are adequate cloakroom facilities and storage facilities for
- personal belongings, book, etc.;
- the staffroom is large enough for the numbers to be accommodate
- sufficient seating is provided, both with upright chairs and tables or
- desks for working and with comfortable seating;
- there is provision for tea and coffee to be made;
- staff sanitary facilities are suitable, sufficient and properly cleaned.

### **11.5 Hygiene**

Check that the following are available:-

- Soap/hand gel
- hand drying facilities
- hot water
- toilet paper
- litter bins per classroom
- provision for disposal of sanitary towels

- safe, suitable, sufficient and properly cleaned sanitary facilities.

#### **11.6 Outside Areas**

Check that:

- there are no uneven/broken/cracked paving slabs;
- outside steps are secure, with a firmly fixed handrail;
- roofs, guttering, drain pipes, etc. are, as far as can be seen, sound and well maintained;
- all play areas are kept clean and free from glass;
- outside play/PE appliances are securely anchored;
- outside lighting works and is sufficient;
- all parking facilities for cars and cycles are safe in regard to the presence of pedestrians;
- all builders' materials, caretakers' maintenance equipment etc. are kept securely.

Signed: \_\_\_\_\_,

Date: \_\_\_\_\_

**Br. Phil Ryan, Chairperson**



# Mount Sion Primary School

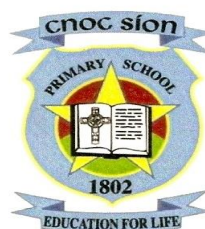
Barrack Street, Waterford.

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## Staff List 2016/17

Uimhir	Oide	Seasamh
1	Michael Walsh	Principal
2	Eileen Irish	Assistant Principal
3	James Smyth	Assistant SDT
4	Ed O'Brien	Deputy Principal
5	Olivia Power	Assistant SDT
6	Brian Wall	Assistant SDT
7	Dearbhla O'Connor	Assistant
8	Sinéad Coady Power	Assistant
9	Sharon O'Connor	Assistant
10	Eoin Fanning	Assistant
11	Tracey Barry	Assistant (On Maternity Leave)
12	Sheila O'Neill	Assistant (Job-Sharing in Youghal)
13	Catherine Whelan	Assistant
14	Sinéad McGailey	Assistant
15	Carolynne Murphy	Assistant
16	Orla Coffey	Assistant
17	Ciara O'Callaghan	Assistant (On Career Break 2015/16)
18	Avril Breen	Assistant
19	Laura O'Brien	Assistant
20	Niamh Butler	Assistant
21	Mark Devereux	Temporary Assistant
22	Shane O'Sullivan	Temporary Assistant
23	Ruth O'Connor	Substitute Assistant

The following table outlines other members of staff working in Mount Sion:

<b>Admin</b>	<b>Maintenance</b>	<b>Pre-School</b>	<b>Cleaning</b>	<b>SCP Personnel</b>
Paula Coady permanent	Eddie Wall Permanent	Marge Grant part-time	Margaret Wall part-time	Andy Battell SCP Coordinator
	Bernie Carroll Traffic Warden	Dolores Walsh part-time	Bernie Coady part-time	Elaine Burke Family Therapist 1 ½ days per week
		Bernie Walsh part-time	Elaine Egan part-time	Eleanor Browne Project Worker 8 hours per week
		Mary Nolan part-time	Geraldine Carroll part-time	Sheila Grant Project Worker 4 sessions per wk
<p>1 UL Student will take up placement in January 2017 until June 2017  1 WIT Student will be placed from January to April 2017</p>				
<p>Between September 2016 and June 2017 we will host 5 Student Teachers from Mary I. St. Pats and Hibernian Colleges. These students will be placed in Junior Infants, Senior Infants, 1<sup>st</sup>, 5<sup>th</sup> and 6<sup>th</sup> classes.</p>				
<p>One further student has applied for placement one day a wk from December 2016 to Feb 17.</p>				

Signed: \_\_\_\_\_, Date: \_\_\_\_\_  
**Br. Phil Ryan, Chairperson**