



Safety Bulletin: issue 2

Description

We've got two new additions to celebrate (more below) and a quick round-up of office safety improvements from the past month. Please take the time to grab a brew and have a read.

Say hello to Lochlan! Big congratulations to Alasdair and Debbie on their new arrival, Lochlan! While his apprenticeship won't start for a while (I hear Alasdair has already booked his SECTT test though!), he'll be dropping by with mum and dad from time to time. When you meet him, please keep the quick pointers below in mind so we can help keep him safe and healthy:



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- **Ask first:** Please ask permission before approaching, touching, or picking up Lochlan, and always ask before taking photos or videos.
 - **Hygiene & Health:** Make sure you're clean and wash your hands before any interaction; if you're unwell, please keep your distance until you feel better.
 - **Housekeeping:** Don't leave hot drinks around in the office and keep areas clear and tidy of small parts, sharp items or spills.
 - **Supervision at all times:** Children visiting the office are only allowed in office areas under the supervision of their parent or guardian. the workshop remains strictly out of bounds. while Lochlan won't be getting anywhere fast on his own just yet, this is still relevant for when Katie's family visit.
 - **Car park awareness:** Keep to 5 mph, check mirrors/blind spots, and if your visibility is impaired, use a banksman/spotter for reversing.
 - **Expect the unexpected:** Children can move quickly. Prams, pushchairs and tired parents all add additional hazards in the carpark so we need to continue to be vigilant to keep everyone safe.

Fire Safety Improvement Update



Over the past few weeks JP has been hard at work delivering actions from our fire risk assessment to make the workshop and office safer. With help from the team, he has:

- removed identified fire hazards and improved general housekeeping
- serviced the heating equipment
- stored flammable substances securely
- checked that emergency lighting and extinguishers are correctly located

Thank you, JP, for the graft and attention to detail. There's more to do, but this is a great start! Please keep escape routes clear, don't wedge fire doors, and report any issues to Alasdair, me or in the WhatsApp group.

Another New Face!

Josh chapman has joined the team this month from new zealand! Josh is a time served electrician so he knows his way around a 230v electrical installation already. However, installations and standards in the UK and New Zealand are quite different so here's how you can help get Josh off to a good start with us:



- **Support:** josh's direct supervisor is dale but we can all be a helpful point of contact. If you're on a job with Josh for the first time, introduce yourself and offer any help if needed.
 - **Don't assume, explain:** We have all been new to this before so always be supportive and answer any questions Josh has. If you don't know you can always contact your supervisor or put a message in the group.
 - **Take the time:** We can all be under pressure at times but if you can make a special effort to take a few extra minutes when going through things for the first time it will make Josh's transition to our systems much easier.
- And remember to listen too, Josh is already an electrician so he will definitely have some good ideas! – Welcome to the team, Josh.



Thank you once again for taking the time to read our health and safety bulletin. There has been lots of progress made last month but we still have a long way to go as we improve systems and make John Noble a leader in health and safety. I personally appreciate everyone's involvement and commitment. Any questions, feel free to send me a message!
Simon Mitchell, Health and Safety

Category

1. Health and Safety

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