

## report

meeting	<b>NOTTINGHAM AND CITY OF NOTTINGHAM FIRE AUTHORITY</b>	
date	<b>26 MARCH 2004</b>	agenda item number

### REPORT OF THE CHIEF FIRE OFFICER

#### SCHOOL SAFETY/RISKWATCH EDUCATION LIAISON OFFICER POST

## 1 PURPOSE OF THE REPORT

- 1.1 To provide an update of Riskwatch following the pilot of the programme in two schools in Nottinghamshire and to seek approval for the appointment of a Riskwatch Education Liaison Officer.

## 2 BACKGROUND

- 2.1 Riskwatch is wholly in keeping with the Government's aims and ambitions contained within the White Paper. Its vision, as contained in Paragraph 1.6, is "for a public sector fire and rescue service that is proactive in preventing fires and other risks". The Government's health strategy: 'Savings lives; our healthier nation' identified the prevention of accidental injury and death as priority.
- 2.2 Riskwatch, a highly successful multi-agency child avoidable injury programme from America, was introduced and adapted in Nottinghamshire in September 2003 by Nottinghamshire Fire and Rescue Service.

## 3 REPORT

- 3.1 The aim of Riskwatch is to improve the social wellbeing of pupils aged 4 to 12 years by being an integral part of the school curriculum by providing avoidable injury awareness, which in turn make children, their families, homes and communities safer.
- 3.2 The Riskwatch folders consist of eight modules, which are based on the major causes of avoidable injury:
  - Motor Vehicle Safety
  - Fire and Burn prevention
  - Choking, Suffocation and Strangulation Prevention
  - Poisoning Prevention
  - Falls Prevention
  - Firearms Safety
  - Bike and Pedestrian Safety
  - Water Safety

- 3.3 Riskwatch is a teacher-led package, which fits into the curriculum through PSHE and citizenship, literacy, numeracy and science. On the request of the teacher, professionals from local agencies, known as coalition members, reinforce safety messages to children. For each module, the teacher has the use of teaching materials which are contained in the appropriate 'Risky Box'.
- 3.4 To assist in the delivery of the Riskwatch programme, each module provides the opportunity for local coalition members to reinforce safety messages at local schools. Firefighters reinforce safety messages in schools as part of the 'fire and burn prevention' module.
- 3.5 The partners involved for delivery in the modules:
- Nottinghamshire County Council Road Safety Department
  - British waterways
  - Nottinghamshire Fire and Rescue Service
  - Nottinghamshire Police
  - Local Health Trust (School Nurse)
- 3.6 Riskwatch works in partnership with National Healthy Schools Standard for schools to achieve the 'Safety Standard' and enable a school to develop a safety ethos.
- 3.7 Riskwatch reaches all communities, particularly those communities who are disadvantaged through child safety education, thus offering potential to improve the health of communities and reduce health inequalities. Riskwatch empowers children by raising self-esteem and giving them the confidence to make life decisions, firstly in role-play and finally in real life situations. The programme involves homework activities encouraging the family to become involved, extending out to the community.
- 3.8 The Riskwatch Pilot was funded from the DTI Modernisation Fund, with assistance from the ODPM and ROSPA. Riskwatch was piloted in two schools in Nottinghamshire and five schools in Highland and Islands, Scotland. The final report of the evaluation of the pilot is due in March 2004. The Fire Service has been responsible for the management of the Riskwatch pilot and will continue this role as the programme is integrated into schools in Nottinghamshire, giving the Fire Service the opportunity to manage the first integrated multi-agency safety education package within the UK.
- 3.9 The pilot proved that Riskwatch is an excellent tool for providing an all-risks avoidable injury awareness to children and providing the opportunity for agency partnership.
- 3.10 The Community Safety Department are progressing the Riskwatch programme with the intention to roll out the programme into City and County schools in 2004 and 2005. Nottinghamshire Fire and Rescue Service is in negotiation with NFPA to hold the licence for Riskwatch and will have control of the programme and be involved in promoting the programme to other Fire Services.

3.11 The progression of Riskwatch relies on an action plan which is in brief below:

- The setting up of a **'Riskwatch- Make Time for Safety' Seminar** to be held on 7<sup>th</sup> May 2004 at the Nottinghamshire International Clothing Centre which introduces Riskwatch into Nottinghamshire and UK wide. UK Brigades, health, education departments and other agencies (coalition members) are invited.
- The employment of a non-uniformed **Riskwatch Education Liaison Officer as a priority**, funding from an external source initially for two years. A Leading Firefighter in the Community Safety Department is currently in the role of the Riskwatch Education Liaison Officer and will work alongside the person employed.
- **Marketing of Riskwatch to schools.** The setting up and implementation of a marketing strategy to introduce Riskwatch to City Schools from 1 May, 2004 with implementation for September 2004.
- **Revising Folders** – By 1<sup>st</sup> May, 2004. Curriculum Links will be written by primary teachers and a secondary teacher. One complete set of folders will be finishing, proofed and printed.
- **Evaluation Procedure** – Within the Riskwatch folders is an 'evaluation instrument' section which is a knowledge test to be used annually to evaluate children pre and post Riskwatch. This evaluation shows that Riskwatch has increased a child's safety knowledge. Further development is currently being undertaken to measure knowledge gain and translation into behavioural change.
- **City Coalitions Development** – The setting up, development and management of City coalitions to assist teachers deliver Riskwatch within City schools. Training is to be provided for the relevant bodies.
- **Newark Coalition Expansion** - The Newark coalition will be expanded to include more schools, and the schools that took part in the pilot are continuing with the Riskwatch programme. £2,000 has been donated by 'Healthy Schools' to expand the Newark coalition.
- **Risky Boxes** – Teaching materials. The identification and purchase of boxes and their contents, storage and delivery to schools before the start of the programme.
- **UK Riskwatch Website** – The writing of a website, similar to the American version, to include information for agencies and also resources for teachers.
- **Independent Evaluation** - The employment of an independent agency to evaluate expansion of Riskwatch into the City. Evaluations will continue onto 2005 when the programme expands countywide and City secondary schools are piloted.

- **Training for Teachers** – All school personnel will need to be presented with the course curriculum. In order to make sure every participating school receives training, the intention is to train one teacher per school, for example the PSHE Co-ordinator, who will cascade the training to the rest of the school. The training can be achieved by a teacher inset day or training teachers after school.

3.12. As part of the development of the community safety response to ODPM and Fire Authority objectives, the Unit is looking to appoint a specialist to develop links with schools and further Riskwatch implementation.

#### **4 FINANCIAL IMPLICATIONS**

4.1 Development and implementation costs for the wider implementation will involve private, Government, and internal funding to be realised. The Service has secured funding from the private sector to support the appointment of the School Safety/Riskwatch Education Liaison Officer for the next 2 years.

4.2 A Job Description and Person Specification is attached as **Appendix A & B**.

#### **5 PERSONNEL IMPLICATIONS**

5.1 The employment of a non-uniformed Riskwatch Education Liaison Officer post is a priority.

5.2 Leading Firefighter from Community Safety Department is currently in the role of the Riskwatch Officer and will work alongside the above person employed.

5.3 For September 2004, resources are required to identify and purchase boxes and their contents, store the boxes and deliver to schools before the start of implementation, estimated two persons for two months. In 2005 and when other Fire Services are taking on the Riskwatch programme, a huge amount of boxes will be required (800 county schools), therefore, there will be a need to employ a company to manage the boxes.

5.4 The districts will need to reinforce safety messages in their local schools on the request of teachers. Training by the Community Safety Department is required to give the districts involved in Riskwatch knowledge of the programme.

#### **6 EQUAL OPPORTUNITY IMPLICATIONS**

6.1 Riskwatch:

- protects health and addresses the social, economic and environmental determinants of health.
- concentrates on Schools within communities whose social economic, environmental and health needs are the greatest.

- is sustainable and provides a better quality of life for children, their families and their community now and in the future. With the modules regularly updated with new trends and new modules being developed, Riskwatch goes hand-in-hand with social, economic and environmental progress.
- recognises diversity. Every child is taught safety in the school delivering Riskwatch not excluding religion, ethnic background or disability and this gives the opportunity for the child to engage with the community they live in.

## **7 RISK MANAGEMENT IMPLICATIONS**

- Failure to roll out Riskwatch will result in failing to meet the objectives of the IRMP under the following:
  - 2.4 Health Agenda
  - 2.5 Community cohesion
  - 7.2 Community safety

## **8 RECOMMENDATIONS**

- 8.1 Members endorse the Riskwatch programme and its development.
- 8.2 Members agree to the employment of a School Safety/Riskwatch Education Liaison Officer at the Grade SO1/2 – to be reviewed.

## **9 BACKGROUND PAPERS FOR INSPECTION**

None

P. Woods  
**CHIEF FIRE OFFICER**

**NOTTINGHAMSHIRE FIRE AND RESCUE SERVICE****JOB DESCRIPTION**

<b>Post:</b>	School Safety/Riskwatch Education Liaison Officer
<b>Grade:</b>	SO1/2 – to be reviewed
<b>Personnel Reference:</b>	
<b>Conditions of Service:</b>	NJC for Local Government Services
<b>Responsible to:</b>	Head of Community Safety
<b>Responsible for:</b>	

**General Description of Post**

To develop, promote, implement and manage appropriate programmes for extending safety education into schools that will result in a reduction of injuries and deaths to children, specifically Risk Watch:

Co-ordinate and assist with recruitment and training of risk watch coalitions within the Nottinghamshire area.

Liaise with and advise other Fire Services around the country and co-ordinate the national Risk Watch programme.

The reduction of deaths and injuries in all parts of the community is part of the services objectives and this will be reflected in the work that this post will entail.

**Specific Duties**

1. To develop the appropriate programmes for extending safety education into schools, specifically Risk Watch.
2. To develop and implement evaluation procedures to monitor the quality and effectiveness of the fire safety education programme for schools and its delivery.
3. To provide training, support and advice to fire service personnel involved in the delivery of the safety education programme to schools.
4. To identify and design, in conjunction with the Community Safety Unit materials and resources to support the community safety education programme.
5. To liaise and establish relationships with relevant LEA's and other public, commercial sectors to promote and support the work of Community Safety education being an integral part of school and the local community.

6. To facilitate partnership working to develop and deliver joint safety initiatives and programmes.
7. To maintain close liaison with Community Safety team in order to advise and assist on aspects of educational issues.
8. To assist with the development of projects, which meet the fire safety needs of vulnerable groups ie: children, older people, minority communities and those living in known areas of deprivation.
9. To participate in the delivery of fire safety education as a team member.
10. To be available on occasions, during evenings and weekends, to provide essential input to Community Safety activities.
11. To undertake any other duties which may reasonable be regarded as within the nature of the duties, responsibilities and grade of the post as defined, subject to the proviso that normally any significant changes of a permanent nature should be incorporated into the job description in specific terms.

### **General Responsibilities (all employees)**

#### **12 (a) Health and Safety**

To take reasonable care for your own health and safety and that of other persons who may be affected by your work activities.

To co-operate with Nottinghamshire's Fire and Rescue Service's attempts to comply with health and safety legislation. Where appropriate you must safeguard the health and safety of all persons affected by the work activities you supervise at any premises you have control over.

To work in a safe manner in which you have been trained and instructed and advise your line manager of any health and safety problems you become aware of.

To familiarise yourself with the contents of the Service's Written Safety Policy, as well as any technical information provided to assist you to operate appliances or equipment or to handle hazardous substances.

#### **(b) Use of equipment and other appliances**

To take proper care in handling, operation and safeguarding of any equipment, vehicles or appliances, used or issued by the Service or provided, or issued by a third party for individual or collective use in the performance of the job holder's duties.

**(c) Equalities**

To uphold the Nottinghamshire Fire and Rescue Service's Fairness at Work and Equal Opportunities policies and practices and to treat all colleagues, service users and contacts with respect and in accordance with the expectations laid down by the Service.

To promote and deliver fair and quality services that are sensitive and responsive to all service users.

**(d) Code of Conduct**

To adhere to the standards of the Code of Conduct established by the Service.

**(e) Personal Development**

To keep up to date with current practice, undertake training and Continuous Professional Development as appropriate.

**(f) Information Technology**

To comply with security measures to protect against unauthorised access to, alteration or disclosure of information held on computer and ensure adherence to the principles of the Data Protect Act.

To undertake any training and operation of new technologies and associated systems as required.



**NOTTINGHAMSHIRE FIRE AND RESCUE SERVICE****SCHOOL SAFETY/RISKWATCH EDUCATION LIAISON OFFICER**

	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>	Recent experience of working in an educational or health environment	Have experience of successful liaison and partnership working with commercial and public organisations
	<b>Experience of assessing training needs, identifying resources and developing and implementing appropriate programmes</b>	Experience of analysing and presenting statistical and factual data using information technology
	Directing and motivating others to achieve training goals	
<b>Skills / Attributes</b>	Good oral communication skills in order to effectively liaise with staff at all levels and representatives of external organisations	Competent IT User, with a working knowledge of WINDOWS applications
	Analytical skills in order to undertake research and provide written summaries of findings	Demonstrate the ability to co-ordinate issues across the Organisation and in partnership with outside bodies
	Well developed written skills in order to draft reports, letters and briefing notes	
	Proven project management skills	
	Committed, enthusiastic and highly motivated	
	Ability to organise own workloads and establish priorities	
	Reliable and conscientious in approach to work	

<b>Knowledge</b>	A broad knowledge of the national curriculum subjects across all key stages and the Organisation and working of Local Education	Have an awareness of current Community Safety issues
	Understanding of principles and application of equal opportunities policy and practice	
	Understanding of the health and safety issues associated with this post	
<b>Qualification Education / Training</b>	Must hold teacher status and professional qualifications in teaching. Teaching degree	Experience in either field of health, social work, youth work or with young offenders would also be desirable.
<b>Other</b>	Current driving license	
	Flexible approach to work location and out of hours working which may include evenings and weekends	