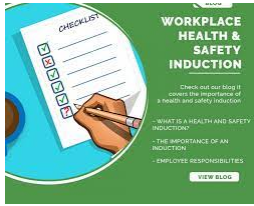


LKL Safety Note

LKL Revises its Health & Safety Induction Booklet for 2021



Start the right way with a Health and Safety Induction when a new member of staff joins your farm – regardless of their previous experience.

By carrying out an induction when new staff join your business, it ensures that they are well informed about the health and safety risks of their job and

the workplace. It's an opportunity to get over the message about the importance of health and safety to the business, how it is managed and the role you want them to play to help achieve that objective to keep everyone safe. Workplace Health and Safety inductions are a legal requirement and are particularly important when working in high-risk environments.

What Should A Health and Safety Induction Consist Of?

All Health and Safety inductions should be specific to your Farm and the job role that the new employee is going to do. It should include a walk around /tour of the farm, highlighting to staff any health and safety risks and how these are managed.

Employees also have health and safety responsibilities and they should be instructed on these, which include: - reporting accidents, hazards and near misses or any health and safety concerns, maintaining good housekeeping, wearing any PPE provided for them and following any training or safe system of work they have been instructed on.

The **LKL Employee/Subcontractor H&S Induction Booklet** introduces staff to all the areas of health and safety they need to find out about on your farm. There are sections that **LKL staff are required to complete to find out about the safety and emergency procedures that are on your farm.** These include: -

- **Contact details of Colleagues and Managers** so they can be contacted for advice & emergency
- **Procedures for Reporting and dealing with an Accident/incident or Hazard**
- **Who the First Aiders are and where the First Aid kits and Eye wash are kept**
- **Fire Safety and Evacuation Arrangements** and How to raise the alarm, call the Brigade
- **Maps of the Farm and where the hazards are** e.g. OHP's, ditches etc.
- **Lone working arrangements** including buddy system arrangements and what jobs are not permitted to be Lone working. Uploading the **What3Words app** or similar onto your mobile phone to help the emergency services pinpoint your location is recommended
- **Isolation points** for electrics, water, gas etc.
- **Safe storage arrangements for COSHH substances and Veterinary Medicines**
- **Provide staff with the Personal Protective equipment (PPE) needed** for certain operations e.g. handling chemicals, or animal feed and explain how and when it should be used and how to wear it properly and where it should be stored.
- **Staff welfare arrangements** for washing, cleaning and taking breaks
- **Farm Specific risk assessments** (The Induction Booklet provides generic risk assessment examples - but you should see/share the ones specific to your farm)
- Going through any **safe systems of work for operating machinery** including daily checks, visual inspection of guards such as **PTO guards and Safe Stop procedures** and **checking staff are competent to operate vehicles.** (LKL staff must have received a formal course before they can operate a Telehandler).

LKL staff should complete the relevant sections in the booklet with the safety information they have found out about and ask questions about how you manage safety on the farm and the safe systems of work. After the farm tour and competency check – complete the final induction questionnaire – a copy of which should be signed by both the LKL member of staff and Farm Manager and returned to the LKL Regional Manager . **Contact your Regional Manager if you have any queries.**

By Michelle Jeal, LKL Health & Safety Advisor

LKL Safety Note

Keep Safe this winter

There is an increased risk of injury on the farm during severe weather conditions. Most injuries are as a result of slips, trips and falls, which can lead to fractures and head injuries.



Below are some things to think about before cold and icy weather sets in and during the longer nights: -

Lighting: - Better lighting can improve Farm safety and security and reduce risk of slips, trips and falls. Pay attention to lighting levels around walkways and farm buildings and yards. Replace any bulbs and clean up any polycarbonate covers. LED lighting can increase lighting levels by 50%.

Take care when accessing high level lighting for maintenance – use a safety platform with edge protection or if using a ladder make sure it is in good conditioning on a level surface and tie off well at the top – secure also at the base or get someone to foot the ladder - no lone working.

Preventing Slips: - Look out for any water leaks and puddles and lying water now before the weather turns cooler. By dealing with any water leaks now could prevent slippery ice forming around buildings and tracks later. Growth of algae and moss in shady damp pathways can make areas more slippery and should be removed. Check levels of grit and salt to enable you to de ice tracks around the farm and sloped yards and roadways to assist traffic.



Minimise jobs done in the dark as far as possible: - Herd out winter livestock during daylight hours and be back before nightfall. Always take a mobile phone with you and avoid lone working.



Silage pits and Bales: - Take care when accessing silage. Silage plastic can be very slippery when wet and there is a risk of slips and falls. Stay away from any edges where there is a fall from height risk. This risk is particularly high at the silage edge as there is a risk of silage collapse that you cannot see under the plastic. Use a tool such as a brush etc. to push any tyres off if using, so you don't go near the edge.

Never walk under a raised telehandlers loader holding a wrapped silage bale and only cut the plastic when the bale is on the ground

Protect your machinery: - Check all mirrors, brakes and handbrakes are working and that the anti - freeze is topped up. Some machinery will be moved indoors for protection.

Carry out some Fire Safety checks: - As more machinery comes indoors check that there is no fuel such as straw, hay, packaging, wood etc. near to hot machinery or electrical equipment that can radiate heat. Keep any flammables safely in flammable cabinets or fuel safes.

Check everyone has the right PPE: -especially warm non-slip footwear. Check out this Farmers weekly article for some advice

<https://www.fwi.co.uk/machinery/farm-welly-boots-test-best-buy>.

Think about extremities; hands, feet and head and make sure everyone wears thick socks, has a hat (you can lose a large percentage of your heat from your head) and gloves.



Wishing you a Safe and Happy Christmas from all at LKL

By Michelle Jeal,
LKL Health & Safety Advisor

