

**Auckland School Caretakers'
and Property Managers'**



School Property Conference



**9.00am-3.40pm, Thursday 13th August 2020
Alexandra Park Function Centre, Greenlane**

Reserve your place now! Register online: www.cessl.org.nz

email: wayne@cessl.org.nz phone free: 0800 205 267

REGISTRATION 8.15am to 9.00am

INTRODUCTION 9.00am

Welcome to delegates and housekeeping

Wayne Jamieson: Marketing Manager, CES

KEYNOTE SPEAKER 9.00am-9.55am

A discussion on the MoE's Lockdown Review

Ann-Margaret Campbell

**Manager, School Support team,
Ministry of Education**

Ann-Margaret will begin with a brief look at the Ministry of Education's structure (regional vs national). She will also discuss:

- emergency management – the roles and responsibilities of schools and the Ministry;
- the timeline of the Christchurch mosque attacks from an education perspective;
- the Ministry's response – supporting schools and early-learning services;
- KPMG's lock-down review;
- key learnings from the review;
- on-going support;
- actions taken post-review, including working with Police (nationally and regionally)
- next steps and priorities for supporting emergency management in schools.

MORNING TEA 10.00am to 10.30am

MORNING WORKSHOPS 10.30am to 11.45am

Current and future risks facing NZ schools

Darren Morton: Executive Security Group

Darren will identify the security issues facing schools today, and risks which may arise in the future – domestic situations, gang culture, drugs, bullying, active threats, weapons, etc. He will share proven resolution techniques and advise how to form a security plan to maximise personal and structural safety for your school.

How to improve the safety of playground surfaces

Adam Stride: Playsafe

Adam will review the history of head injuries caused by falls from playground equipment. He will present scientific evidence which proves the effectiveness of impact-attenuating surfaces in preventing serious injuries. Topics will include:

- playground inspections;
- the importance of repairs and routine maintenance to prevent injuries;
- your role and responsibilities as the school caretaker.

A systematic approach to tree management and maintenance

Andreas (Rossy) Ross: Pro Climb Tree Care

We all know that regular maintenance helps to keep trees healthy and safe. But what does this mean? How much money do you need to budget? And how often do your school's trees need to be inspected and pruned? What records are required? Rossy will talk about cost-effective tree management and give advice on technical and contractual solutions that will suit your budget.

Building compliance – it is getting tougher out there

Christine Scammell: Argest

How can you manage the increasing scrutiny of Councils, MBIE and Compliance Inspectors? Christine has the answers:

- the changing landscape of building compliance – and what it means for your school;
- the reason why there are more and more compliance issues which cost you and your school time and money;
- what you can do to manage compliance more effectively;
- Owner's Inspections – what you need to know about this important aspect of health and safety;
- how to get the most out of the Ministry of Education's funded compliance services – and how Argest can help.

Preventing slips, trips and falls

Ian Clark: IC Safety Solutions

Schools are often busy and crowded. Timetables lead to large numbers people moving around at the same time, increasing the potential for accidents. The control measures needed are often simple and low-cost, but bring about a significant reduction in injuries. Topics include:

- what are the major causes of slips, trips and falls in school grounds?
- does your school have best practices, and who is responsible?
- what is the best way to prevent slips, trips and falls?
- options for the future.

Time will be allocated for questions.

Asbestos awareness around your school: an introduction to the basics

Dan Cambridge: Protec Consulting

This workshop will increase your understanding of the materials found in buildings. Learn about friable and non-friable products and how they differ, and the health risks caused by exposure. Dan will also examine the responsibility of the PCBU/duty holder to ensure the requirements are in place for your school buildings.

KEYNOTE SPEAKER
11.50am to 12.30pm

School traffic management

Craig Macdonald: All About People

Traffic Management is often the highest risk area around schools. Please send us photos taken of traffic areas around your school **before the conference**. We're looking for examples such as drop-off and pick up times, as well as areas used by trade vehicles, e.g. Waste Management, etc. (We will provide a Traffic Management Checklist.) These images will be used during the workshop as the basis of identifying and managing real-life issues.

Forward your photos to
wayne@cessl.org.nz before 17th July.

BUFFET LUNCH
12.30pm-1.10pm

KEYNOTE SPEAKER
1.15pm-2.25pm

Waste minimisation for schools

Ron Sperber: Environmental educator

Waste minimisation in schools requires a systematic and pervasive approach. Ron will reveal what currently happens with waste streams, why we should care, and how we can all improve our efforts, both in schools in the community. He will define the role school property managers and ground staff play in reducing waste, and the key elements required for successful diversion.

Ron brings rich experience and helpful tips, delivered in a down-to-earth style.

AFTERNOON WORKSHOPS
2.25pm-3.40pm

Safety and security planning for school staff and management

Darren Morton: Executive Security Group

Topics will include:

- Planning: aspects which must be thought through and put in place at both management and staff level;
- Application: techniques to manage security and safety throughout the day.

Using machinery around the school site

Ian Clark: IC Safety Solutions

Before you start using any machine you need to think about what risks may occur and how these can be managed. Things to consider are:

- where, when, and why?
- competency and training – who is qualified to operate the equipment?
- what's in this area, what's happened before, what's concealed that could cause concern?
- what are your options?

Time will be allocated for questions.

Working at heights around your school

Vertical Horizonz

An overview of the safety practices you need follow when working at heights. Topics include:

- legislation and your responsibility;
- ladders;
- EWP's;
- safe work systems;
- PPE overview;
- a brief scenario.

Kid-proof plants for gardens in schools: gardens for bare feet, basketballs and biodiversity

Julia Watson: Partnerships and Education Co-ordinator, Auckland Botanic Gardens

Learn which plants are recommended for the high-use areas of your school. And which will also make an aesthetically pleasing garden which is functional, low-maintenance and great for local biodiversity. Get advice on site-specific plants and creative ideas on how to design kid-proof areas.

Spraying chemicals around the school site

Row Robinson: Awanui Landscaping

Anyone that uses weed-control chemicals around school grounds must have a Growsafe qualification. It is important that a qualified person with the right insurance applies the spray. Row will share his experience on the right sprays to use in specific situations and the use and calibration of spraying equipment.

CONCLUSION
3.40pm-4.30pm

Prizes drawn, complimentary drinks and nibbles

- **Fantastic range of topics**
- **Networking opportunities**
- **Industry insights from experts**
- **Personal development**
- **Relevant trade displays**



KEYNOTE SPEAKER

Ann-Margaret Campbell

School Support Team, Ministry of Education

Anne-Margaret manages the School Support Team at the Ministry of Education's national office. Her team provides guidance and support to schools in health, safety and risk management. An example is the guidance provided for planning and preparing for emergencies.

The School Support Team also plays a key role in coordinating support for regional colleagues and collating reporting for the Minister of Education.

For example, when an emergency impacts on schools and early learning services (the Christchurch Mosque Attacks, Kaikoura Earthquake, Christchurch and Nelson fires, and more).

Anne-Margaret has been at the Ministry of Education for five years and before that she was the Chief Executive of Wellington Hockey Association.

Darren Morton

Managing Director, Executive Security Group (ESG)

Darren has over 34 years of international experience of working in security and protection across 12 countries. His career began in the NZ Police where he was a member of the Armed Offenders Squad, the Special Tactics Group and the Witness Protection Squad. Since 2001 Darren has worked in the private security industry where his company's services include VIP protection, counter-terrorism, security reviews, facility security, counter-stalking, crime prevention, travel security, and security training for organisations including schools.

Adam Stride

Principal Inspector/Director, Playsafe

Adam's background is in engineering and construction, with 15 years of experience designing and building playgrounds. He is an expert in playground safety and compliance issues and the properties of impact-absorbing surfaces.

Adam is NZ's only accredited indoor/enclosed play inspector and is a RPII Level 3 Outdoor Playground Inspector and Surface Impact testing specialist.

Playsafe is New Zealand's largest training provider and examination centre for Playground Inspectors.

Andreas (Rossy) Ross

Managing Director, Pro Climb

Rossy is passionate about the safety of everyone involved with trees, from the arborist working high up a tall tree to the public passing below. This led to him developing safety and training concepts which required a thorough knowledge of the risks and the management of trees as low-risk assets.

Rossy holds qualifications in forestry, arboriculture, and industrial rope access. He is a consultant to Auckland Council, Food and Plant Research, Primary ITO and is an expert witness for Worksafe.

Christine Scammell

Argest

Argest is the leading Building Warrant of Fitness Compliance Management company in New Zealand. It was the first New Zealand company to be ISO9001 Accredited for Building Warrant of Fitness Issues.

The team from Argest provide Facilities Management for Compliance to schools throughout New Zealand on behalf of the Ministry of Education.

Ian Clark

IC Safety Solutions Ltd

Ian is a specialist in Health and Safety with over 30 years of experience. He mentors companies and schools in the development of robust Health and Safety Management systems and helps organisations to put in place safe practices which are relevant to their workplace.

Dan Cambridge

Group Director, Protec Consulting

Dan leads a team of qualified asbestos assessors who survey and oversee asbestos removals. He is Chair of the NZDAA (New Zealand Demo and Asbestos Association) which provides asbestos training to WorkSafe inspectors throughout New Zealand.

KEYNOTE SPEAKER

Craig Macdonald

Director, All About People

All About People has over 30 years' experience in Health & Safety, and Fire and Emergency Management in New Zealand and Australia. Their approach is practical and pragmatic, using cloud solutions and working with clients to build internal capability. Craig is a Director of the company and is an Accredited Assessor for the WorkSafe led SafePlus initiative.



KEYNOTE SPEAKER

Ron Sperber

Managing Director, Earthwhile

Ron is the founder and director of Earthwhile Ltd, a permaculture and environmental educator. He was formerly contracted to Auckland Council as a Waste Minimisation Facilitator for schools (including the WasteWise Schools Programme), and is a former chair/trustee of the Auckland Zero Waste Alliance Trust. Ron is a Trustee of the Auckland Permaculture Trust and a director/principal tutor of the Auckland Permaculture Workshop.

Vertical Horizonz (VHNZ)

VHNZ trainers are experienced in dealing with real-situations and can offer advice and assistance on a broad range of industrial-related matters. All trainers are accredited Assessors who either hold or are working towards, a New Zealand Certificate in Adult Education or an equivalent qualification.

Julia Watson

Partnerships and Education Co-ordinator, Auckland Botanic Gardens

Julia was named the Emerging Recreation Leader for 2017 in recognition of her commitment to engaging people with plants and the natural environment. She is the Auckland Botanic Gardens' Volunteer Co-ordinator and manages 110 regular volunteers.

Row Robinson

Awanui Landscaping Ltd

Row is a registered spraying contractor who provides expertise in everything outdoors for Auckland schools. He is an arborist and a specialist in NZ native plants and is also skilled at turf management.

Auckland School Caretakers' and Property Managers' School Property Conference

9.00am-4.30pm, 13th August 2020

- Yes, I would like to attend the Auckland School Property Conference
 (Please use a separate registration form for each enrolment, photocopies are welcome).

Registration details

Name

Position

School

Postal address

Email Address

Name to appear on Name Tag:

Please send us an invoice for the total of \$

Please decide now which workshop you want to attend and tick the relevant squares.

Bookings are allocated on a first-come, first-served basis, so although every effort will be made to accommodate your choice, CES reserve the right to select an alternative.

MORNING SESSIONS (choose one only)		AFTERNOON SESSIONS (choose one only)	
<input type="checkbox"/> Session A	Current and future risks facing NZ schools	<input type="checkbox"/> Session A	Safety and security planning
<input type="checkbox"/> Session B	Safety surfaces in playgrounds	<input type="checkbox"/> Session B	Using machinery around the school site
<input type="checkbox"/> Session C	A system to manage your school's trees	<input type="checkbox"/> Session C	Working at heights around your school
<input type="checkbox"/> Session D	Building Warrant of Fitness and Compliance	<input type="checkbox"/> Session D	Kid-proof plants for gardens in schools
<input type="checkbox"/> Session E	Preventing slips, trips and falls	<input type="checkbox"/> Session E	Spraying chemicals around the school site
<input type="checkbox"/> Session F	Asbestos awareness around your school		

DIETARY INFORMATION (if applicable)

- I am a vegetarian (tick if vegetarian)
- I have special dietary requirements (please supply details) _____

COST AND PAYMENT

Registration fee includes workshops, speakers, morning tea and buffet lunch. **\$350.00 + GST per person**. Places are strictly limited and final confirmation is subject to availability, so please register early. Any questions, call free 0800 205 267, or email wayne@cessl.org.nz

CANCELLATION POLICY

You may send a substitute in your place. Cancellations received seven days prior to the event will attract a full refund. Regrettably no refunds can be made for cancellations received after this date.

3 WAYS TO REGISTER

- Online:** go to www.cessl.org.nz/services
- Email:** scan this registration form and send to wayne@cessl.org.nz
- Phone free:** 0800 205 267

LOCATION: CENTENNIAL STAND, ALEXANDRA PARK FUNCTION CENTRE, GREENLANE

Take Gate B or C to drive into the complex. Free parking is available right outside the Function Centre.

Register online: www.cessl.org.nz fax free: 0800 205 762 phone free: 0800 205 267

NORTH ISLAND