

South Island School Caretakers'  
and Property Managers'

# School Property Conference

9.00am-4.30pm, Thursday 2nd September 2021  
Riccarton Park Function Centre, Christchurch

**Reserve your place now! Register online: [www.cessl.org.nz](http://www.cessl.org.nz)**

email: [wayne@cessl.org.nz](mailto:wayne@cessl.org.nz) phone free: 0800 205 267

## REGISTRATION 8.15am-9.00am

## INTRODUCTION 9.00am

### Welcome to Delegates and Housekeeping

Wayne Jamieson: General Manager, CES

## KEYNOTE SPEAKER 9.00am-9.55am

### Schools and lockdown

#### Bryan Buck

Armed Offenders Squad: NZ Police

There are many reasons why a school may go into lockdown – a nearby chemical spill; a dangerous dog invading the school grounds; or an unwelcome intruder.

Bryan will speak about how the Armed Offenders Squad manages incidents involving firearms with a focus on the unique challenges presented by the school environment. He will also discuss:

- response procedures;
- communication;
- lockdowns;
- safe-havens;
- crisis management planning.

## MORNING WORKSHOPS 10.30am-11.45am

### Playground safety surfaces, injury prevention/impact performance and improvements

Adam Stride: Playsafe

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

- playground surfaces;
- playground inspections;
- injury prevention
- the importance of routine maintenance
- the role and responsibilities of a school caretaker.

### 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 answer:

- the changing landscape of building compliance – and what it means;
- the reason why there are more and more compliance issues which cost you and your school time and money;
- how 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.

### 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.

### Preventing slips, trips and falls

Ian Clark: IC Safety Solutions

Schools are 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.

- what are the causes of slips, trips and falls?
- 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.*

### Evacuations, fire risks, and practical fire training

Neil Russell: Training & safety consultant, FFP Canterbury

This workshop will identify your responsibility before and during a fire evacuation. Learn about the expected risks and the essential equipment your school should have available. Neil will finish with a live demonstration showing the correct way to use a fire extinguisher (with the aid of a fire simulator).

### Tough plants and ground-cover for school gardens

Alan Joliffe: Horticulturist

This workshop will focus on selecting ground-cover vegetation for school gardens where high wear and tear is likely. Alan will advise how to choose plants with characteristics suited to add year-round interest and texture. Topics will include:

- what is a ground-cover plant?
- the right variety for the right place;
- planting by design;
- on-going maintenance;
- choosing ground-cover plants



## KEYNOTE SPEAKER

**11.50am-12.30pm**

### Managing school traffic

**Craig Macdonald**

All About People

Traffic Management is often the highest risk area around schools. Please send us photos taken **before the conference** of traffic areas around your school such as drop-off and pick-up times, as well as zones used by trade vehicles, e.g. Waste Management, etc. (We will provide a traffic management checklist.) Craig will use these images in the workshop as the basis of identifying and managing real-life issues. **Forward your photos to wayne@cessl.org.nz before 26th August.**

## BUFFET LUNCH

**12.30pm-1.15pm**

## KEYNOTE SPEAKER

**1.15pm-2.15pm**

### Are you getting the best from your cleaning company?

**Paul Emery/Darren Middlemiss**

Total Property Services

#### Understanding the cleaning industry

- trade organisations: BSCNZ
- training in the industry
- other groups: SFWU (union)
- cleaning awards
- interesting facts and stats

#### Key elements in cleaning contracts

- specifications, consumables

#### Understanding service delivery issues

- rubbish removal, water, hygiene

#### Protect assets with planned maintenance

- how to improve cleaning outcomes

## AFTERNOON WORKSHOPS

**2.20pm-3.30pm**

### Edible gardens and orchards for schools

**Alan Joliffe:** Royal NZ Institute of Horticulture

Many schools are using edible gardens for educational purposes and to promote life skills. Alan will discuss how to choose the right location, construction and planting. He'll also advise how to encourage participation by students, teachers, staff and parents. Topics will include:

- best locations for edible gardens;
- orchards as a legacy project;
- what learning will go on here;
- raised gardens vs low gardens;
- what to grow;
- how to cope with school holidays.

### Health and safety in 2021 – WorkSafe's focus

**Craig Macdonald:** All About People

Health and safety is more than paperwork and processes. It's about workplace culture, knowledge and developing good habits. This workshop will focus on four topics:

1. Leadership
2. Risk management
3. Worker engagement
4. Continuous improvement

### The Ministry: capital works and school property management 2021

**Simon Cruickshank:** Programme Manager – Minor Works, Education Infrastructure Service

### Safety and security planning for school staff and management

**Darren Morton:** Executive Security Group

Topics covered will include:

- **Planning:** aspects which must be thought through and implemented at both management and staff levels
- **Application:** techniques to manage security and safety throughout the day.

### Using machinery around the school site

**Ian Clark:** IC Safety Solutions

Before you use machinery you need to think about the risks and how these can be managed:

- 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.*

### Waste minimisation in schools – a practical approach

**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 all can improve our efforts both in schools in the community. He will define the role school property managers and ground staff can 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.

## CONCLUSION

**3.30pm-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

### Bryan Buck

#### Armed Offenders Squad, NZ Police

During Bryan's eventful career, he has been deployed in many specialist squads in postings throughout New Zealand. He is currently the officer in charge of the Canterbury Armed Offenders Squad which responds to over 125 call-outs each year. Bryan has also been involved in many alpine search and rescue missions.

### Adam Stride

#### Principal Inspector/Director, Playsafe

Adam is an expert in playground compliance, maintenance issues and performance testing of impact-attenuating surface materials. Adam is a certified Level 3 Outdoor Playground Inspector, a surface impact-testing specialist, and New Zealand's only accredited indoor enclosed play inspector.

### Christine Scammell

#### Argest

Argest is New Zealand's leading building warrant of fitness (BWof) compliance management company. It provides facilities management for compliance to schools nationwide, on behalf of the Ministry of Education.

### Darren Morton

#### Managing Director, Executive Security Group (ESG)

Darren has over 35 years of international experience 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. Darren is now Managing Director of his own private security company which provides VIP protection, security reviews, crime prevention, counter-stalking and security training for organisations including schools.

### Ian Clark

#### IC Safety Solutions Ltd

Ian has over 30 years of experience in health and safety. He mentors companies and schools in the development of health and safety management systems and puts in place safe practices which are relevant to their workplace.

### Neil Russell

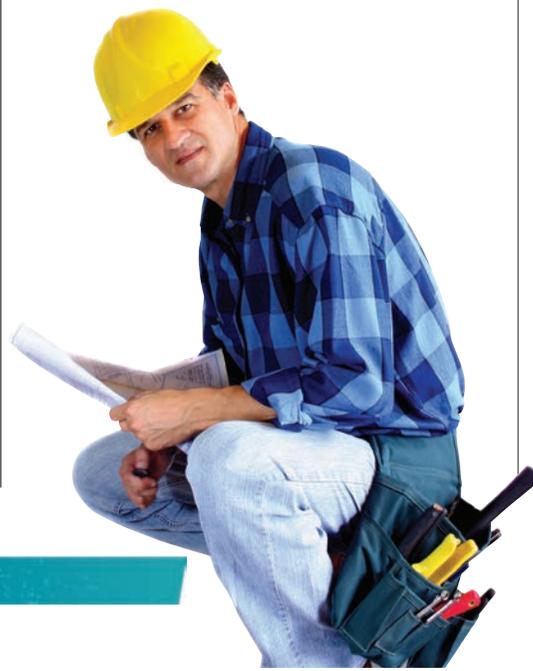
#### Training & Safety Consultant FFP Canterbury Ltd

After serving in the military for over 24 years, Neil started a new career in the learning and development industry. He is a qualified training and safety consultant and recently added evacuation consultancy to his portfolio.

### Alan Joliffe

#### Vice President, Royal New Zealand Institute of Horticulture

Alan has a national Diploma in Horticulture (Hobs) and is past-President of the Canterbury Horticultural Society. Many local councils seek his expertise to improve the management of their public parks and gardens.



## KEYNOTE SPEAKER

### Craig McDonald

#### Director/Senior Health & Safety Specialist All About People

Craig has over 25 years experience in workplace health & safety and emergency management. He is a SafePlus accredited assessor, ProfNZ!SM and is on the HASANZ register. Craig has worked in a many fields ranging from farms to schools, to manufacturing and construction, and most recently was the Health & Safety lead for the 36th America's Cup in Auckland.

## KEYNOTE SPEAKERS

### Paul Emery / Darren Middlemiss Managing Director/Operations Manager Total Property Services

Paul has extensive experience in project management planning and programming: he was project manager for the \$40 million Clearwater Resort golf course and residential subdivision in Christchurch. He has been the Canterbury President of the cleaning industry's trade organisation BSCNZ since 2014 and is a member of the BSCNZ National Council.

### Simon Cruickshank

#### Regional Infrastructure Manager - Southern at Ministry of Education

Simon has worked as a contractor and consultant for over 30 years. He is currently on secondment to the Ministry's capital works team where he oversees multi-million dollar projects throughout New Zealand.

### Ron Sperber

#### Managing Director, Earthwhile Ltd

Ron is a passionate permaculture educator and self-confessed compost nut. Before founding Earthwhile, he was contracted to Auckland Council for 9 years as a waste minimisation facilitator for schools, including the WasteWise schools programme. Ron is a trustee of the Auckland Permaculture Trust and director/principal tutor of Auckland Permaculture workshop.

## COVID-19 and CES's response

CES is a member of the New Zealand Events Association and is committed to The Event Sector Voluntary Code. This means that we are:

- enabling contact tracing;
- enabling good hygiene practices;
- encouraging a culture of best practice around COVID-19.

To see the Code head to  
[www.majorevents.govt.nz/the\\_code](http://www.majorevents.govt.nz/the_code)

**The NZ COVID Tracer QR code will be accessible throughout ASC - we expect all delegates to scan the QR code or to sign-in manually.**

Check the Ministry of Health website to see the most up-to-date advice. The Ministry suggests people stay at home if you are unwell and call Healthline (for free) on 0800 358 5453, or your health care provider if you think you have symptoms of COVID-19.

**Follow these basic hygiene measures while attending ASC:**

- **Hand hygiene** - frequently wash your hands for 20 seconds, then dry them thoroughly. Or use an alcohol-based hand sanitiser.
- **Coughing and sneezing etiquette** - sneeze or cough into the crook of your elbow or cover coughs and sneezes with a tissue, then put the tissue in a bin and clean your hands (as above).
- **Avoiding touching your face**
- **Clean hard surfaces and frequently touched items** (for example door handles and phones)
- **Physical distancing**: keep a distance from people you do not know. Use your judgement.

## South Island School Caretakers' and Property Managers' School Property Conference

9am-4.30pm, Thursday 2nd September 2021

- Yes, I would like to attend the South Island 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	Playground safety surfaces – injury prevention	<input type="checkbox"/> SESSION A	Edible gardens and orchards for schools
<input type="checkbox"/> SESSION B	Building Warrant of Fitness and Compliance	<input type="checkbox"/> SESSION B	Health & safety in 2021 – WorkSafe's focus
<input type="checkbox"/> SESSION C	Current and future risks facing schools	<input type="checkbox"/> SESSION C	Safety and security planning for school staff
<input type="checkbox"/> SESSION D	Preventing slips, trips and falls	<input type="checkbox"/> SESSION D	The Ministry: capital works and school property
<input type="checkbox"/> SESSION E	Evacuation, fire risks, and practical fire training	<input type="checkbox"/> SESSION E	Using machinery around the school site
<input type="checkbox"/> SESSION F	Tough plants and ground-cover for schools	<input type="checkbox"/> SESSION F	Waste minimisation – a practical approach

### DIETARY INFORMATION (if applicable)

I am a vegetarian (tick if vegetarian)

I have special dietary requirements (please supply details) \_\_\_\_\_

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### COST AND PAYMENT

Registration fee includes workshops, speakers, morning tea and buffet lunch. **\$365.00 + 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

- 1. Online:** go to [www.cessl.org.nz/services](http://www.cessl.org.nz/services)
- 2. Email:** scan this registration form and send to wayne@cessl.org.nz
- 3. Phone free:** 0800 205 267

### RICCARTON PARK FUNCTION CENTRE, RICCARTON RACECOURSE

Free carparking is available right outside the front of the function centre. Only seven minutes from Christchurch International Airport.

Register online: [www.cessl.org.nz](http://www.cessl.org.nz) phone free: 0800 205 267

SOUTH ISLAND