

Health, Safety and Wellbeing topic - **Slips and Trips**

Things to look out for



Cleaning

- Wet mopping of walkways / corridors

Reduce the risk:

- Dry mopping
- Wet mop one floor side at a time / allow time to dry before doing the other side
- Correct use of warning signage



Environment

- Bad weather
- Floor level changes
- Blind corners
- Obstructions and lighting

Reduce the risk by:

- Be aware of your environment
- Take wide turns at blind corners
- Use of hand rails



Footwear

- Inappropriate footwear

Reduce the risk by:

- Shoes with a grip
- Wear safety shoes for loading and unloading vehicles
- Safety shoes should be comfortable and fitted correctly



Contamination & Obstacles

- Spills and objects left on floor

Reduce the risk:

- Clean up spillages eg drinks
- Remove trip hazards such as trailing objects
- Good housekeeping



Flooring

- Wet floors
- Ripped / worn carpeting
- Damaged tiles
- Potholes

Reduce the risk:

- Report issues through TABS to ensure everyone is aware



People

- Ignorant to issue
- Mobility and sight
- Fatigue and distraction eg looking at mobile phone

Reduce the risk:

- Look out for others
- Stop the 'walk past' culture

Immediate feedback

Feedback directly to the person you have observed

Have an open and honest conversation with the observee

Reinforce POSITIVE behaviour by telling them what they did well

A behavioural safety observation is the key to identifying hazards in the way people carry out tasks before an accident happens.

The idea is to visit your team and observe the work for a few minutes, identifying things that are good as well as bad and then discuss the points with your team. The information on the other side of this sheet may provide some guidance on what to look for.

Below is advice on how to carry out the conversation and what to look for in the observations.

Introduce yourself

- Advise the observee who you are if they don't know and why you are there
- Advise all observations are anonymous
- Watch the whole process you are observing
- Record good and poor practice
- Only interrupt if there is an immediate danger of injury or worse

Immediate feedback

- Feedback directly to the person you have observed
- Reinforce POSITIVE behaviour by telling them what they did well
- Have an open and honest conversation with the observee

Do this by asking the right question in the right way

- Highlight what they have done correctly and present any issues as a question for them to answer:

Q. Does everyone do it that way?

Q. What is slow / inconvenient uncomfortable about doing that safely?

Q. What is the worst thing that could happen with that approach?

Q. How would that affect your spouse, children, partner, children, friends, colleagues?

Q. What could be done to address the issue highlighted?

Date	What was observed?
What went well?	
What didn't go well? <small>- Please report all issues as near misses</small>	
What could be better?	
How can we improve?	