

Relevant Legislation

Management of Health and Safety at Work Regulations 1999

Health Act 2006

Children and Families Act 2014 (Section 100)

The County Council has produced a range of policies relating to health issues at work, which are listed below:

- Control of Infection Policy
- Managing Stress Policy
- Smoking Policy
- Policy on Supporting Pupils with Medical Conditions (schools only)
- Alcohol and Drugs Policy

The above documents are available on the County Council's intranet. Paper copies are no longer published.

The County Council also has its own Occupational Health Unit which disseminates a wide range of information relating to personal health matters. Further information about the Occupational Health Unit is given in the 'Organisation' section of this manual.

Control of Infection Policy

The Control of Infection Policy is designed to offer practical advice to employees, contractors and managers to enable them to work safely and reduce the risk of infection to themselves and others.

For the purposes of infection control Council workers fall into two broad categories, namely:

1. Workers at lower risk of exposure

A large number of NCC staff will be in this group, which includes those working in offices or libraries, for example. These employees are not routinely exposed to an increased risk of infectious disease.

2. Workers at higher risk of exposure

This group includes many different types of worker, for example those involved with:

- Residential care
- Domiciliary care

- Child care
- Education
- Institutional food preparation and handling
- Animal husbandry and veterinary services
- The Fire & Rescue Service

In 2013 the Council fully revised the above policy which addresses the issues relating to the above groups. This can be accessed by clicking here:

[Control of Infection](#)

Communicable Diseases in Schools

This section is specific to schools. Information pertaining to communicable diseases in schools is available via the Public Health England website, which can be accessed by clicking here [Control of Infection in Schools](#)

The document 'Is it catching?' which previously provided detailed guidance on this subject is now obsolete. All copies of this should, therefore, be discarded.

Smoking Policy

In July 2007 the Health Act 2006 imposed a legal ban on smoking in enclosed places, including workplaces. In addition, since that time smoking has not been permitted in County Council workplaces, their immediate grounds and in vehicles. This ban applies equally to employees, visitors, elected members and contractors.

Further, detailed information is given in the County Council's Smoking Policy, which was updated in 2012. This can be accessed by clicking here:

[Smoke-free Workplace Policy](#)

Managing Stress Policy

Detailed information is given in the County Council's documents Stress at Work Policy, Guide for Managers and Guide for Employees, each of which has been fully revised. These documents can be accessed on the Human Resources pages of the Council's intranet in the section on Sickness and Disability by clicking here.

[Managing Stress Policy](#)

Policy on Supporting Pupils with Medical Conditions

This section is specific to schools.

Information pertaining to medication matters in schools is given in the [‘Policy on Supporting Children with Medical Needs’](#), issued in September 2014.

This document was written to enable governing bodies to comply with a new statutory duty imposed on them under section 100 of the Children and Families Act 2014 and to implement the DfE’s exacting guidance on this legislation.

Alcohol and Drugs Policy

The Healthier Together Workforce Strategy for 2012-2015 aims to improve the physical health, mental health and social and economic wellbeing of the County Council’s workforce.

In relation to alcohol and drugs, the Council has focused on:

- ensuring the health, safety and wellbeing of employees and the public
- provision of support for employees with alcohol and/or drug problems
- the prevention of alcohol and drug problems at work
- protecting the reputation of the Council

The Human Resources Team has produced a policy on these topics which can be accessed by clicking here:

[*Alcohol and Drugs Policy*](#)

General Good Health

Colleagues in the Council’s Public Health Department have prepared a wide-range of health-related policies which fall under the ‘healthier together’ banner. These are aimed at promoting general good health amongst employees of the County Council and the wider public and are also actively promoted and supported by many initiatives. Several directorates have appointed health advocates to assist with the dissemination of guidance related to improving personal health as well.

Further information can be obtained via the Healthier Together portal on the council’s intranet. This can be accessed by clicking this link: [Healthier Together](#)