

**CFRS**

**Policy**

**New & Expectant Mothers**

Introduction

This document details the arrangements and responsibilities within Cumbria Fire & Rescue Service (CFRS) for compliance with the Cumbria County Council (CCC) Safety Procedure for New and Expectant Mothers.

It identifies the additional responsibilities and actions required for Female Operational Employees.

Scope

This Policy applies to all female operational employees.

**Principles**

The relevant legislation is the Management of Health and Safety at Work Regulations, 1999. They set out the requirements that must be met by employers in order to meet the minimum requirements in respect of safety in the workplace for new and expectant mothers.

In non-operational environments the CCC Safety Procedure on New and Expectant Mothers is applicable to all female CFRS personnel. In operational environments the risks are controlled by as early a declaration of pregnancy as possible to remove pregnant firefighters from the risks at incidents. On declaration of pregnancy female firefighters will be made non-operational until such times as the Occupational Health Department consider it is appropriate to return to operational duties. The period of non-attendance at incidents will continue should breastfeeding be undertaken to avoid the risk to the child from hazardous substances.

In the operational environment CFRS has determined, following a full Equalities Impact Assessment and on the grounds of Health and Safety, that female firefighters will not be deployed in the hot zone at any incidents where radiation is suspected or involved. This is to protect female firefighters and possible unborn children where the pregnancy is not yet known or declared.

[Procedure](http://www.intouch.ccc/elibrary/Content/Intranet/536/671/5053/6001/41410105256.doc)

These procedures are to ensure the additional risks to operational female employees in CFRS are addressed by removing personnel from operational duties immediately they declare their pregnancy.

Once removed from operational duties the wider CCC policy and arrangements for new & expectant mothers applies, this policy can be located on the CCC InTouch website on this link <http://www.intouch.ccc/healthandsafety/safetyprocedures.asp>

**Arrangements & Responsibilities**

1. Pregnant workers must notify their Line Manager in order that adequate control measures can be implemented to safeguard your (and your child’s) health and safety. On notification, a specific individual risk assessment must be completed in conjunction with the worker, the Occupational Health Department and the Line Manager. A generic assessment is appended below to assist in the individual risk assessment process.
2. Operational personnel are taken off the run immediately and modified duties instigated.
3. The assessment should be regularly reviewed on a weekly basis by the Line Manager and Supervisory Officer/Departmental Manager as the pregnancy develops, this should be recorded on Form 423 – New & Expectant Mother Weekly Review. Additional advice can be obtained from the Occupational Health Department
4. The risk assessment must be reviewed during the return to work assessment and a specific risk assessment produced for personnel wishing to breast feed. Operational activities may be restricted under these circumstances and incidents not attended. Regular review of the specific risk assessment should continue during the period of breastfeeding.

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| **CUMBRIA FIRE & RESCUE SERVICE** | | | | | | | | | |
|  | | **SITE LOCATION: VARIOUS**  **GENERIC RISK ASSESSMENT FOR NEW & EXPECTANT MOTHERS** | | | | | | | Page1 of 4 |
| **Breakdown by Tasks & Equipment Used** | **Identified Hazards** | | **Who Is At Risk \*\*** | **Existing Control Measures** | **S**  **\*** | **L**  **\*** | **R**  **\*** | **Further Action Necessary?**  **If yes identify:-**  **1. What is required.**  **2. Who will Action.**  **3. Update ‘next review’ date to enable monitoring of completion.** | |
| **\*See risk rating grid.**  **\*\* Calculate risk rating and show High (H), Medium (M) or Low (L).** | | |
| Pregnancy | Women undergo physiological, hormonal and psychological changes, namely:   * General impairment of coordination ie reduction in manual dexterity and mobility * Increase in girth size – reduces reach * Backache * Tiredness – increasing fatigue * Increase in body blood volume and water retention * Swollen ankles * Frequent visits to toilet * Morning sickness * Stress | | A, D | Personal awareness of the changes and symptoms experienced.  Every work activity to be examined during risk assessment process.  Line Manager to monitor progress on a weekly basis and record outcomes, informal discussion.  Operational personnel to be taken off the run immediately (when CF&RS have been formally informed).  Line Manager to formally review risk assessment after 3 months and 6 months.  Review risk assessments on return to work.  Raise perception of possible problems.  Pregnant Workers Directive 92/85/EEC Management Regulations 1999.  New & Expectant Mothers at Work Guide for Employees HS(G)122. | 2 | 2 | 4 |  | |
| COSHH  (Hazardous Substances) | Damage to unborn foetus  Injury to New & Expectant Mother | | A, D | Identify hazardous substances.  COSHH assessments  COSHH data sheets  All chemicals should be assessed, any mention of concentrations being harmful to women of childbearing age or mothers should be to H&S professionals for advice and use prohibited. | 3 | 2 | 6 |  | |
| Occupational Health |  | | A, D | Health advice available on request.  Access to information and health monitoring available | 2 | 2 | 4 |  | |
| Emergency Procedures | Fire  Evacuation | | A, D | Buddy system – in an emergency situation another member of staff should assist New & Expectant Mother to leave the premises safely.  Premises evacuation procedures. | 2 | 2 | 4 |  | |

**\*\* A = Operational Personnel B = Public C = Control D = Fire Service Personnel E = Other Emergency Personnel F = Contractors**

NOTE: Where there are any outstanding actions, an action plan must accompany this risk assessment and a bring forward system implemented to ensure the action if completed.

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| **1 September 13** | **Assessed By** | **D Taylor** | **Position** | **Risk Manager** | **Date of Assessment** | **01/09/13** | **Review Date (in line with Further Actions)** | **01/10/23** | **Form 420** |

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| Bio Hazards | Infections risk due to routine work activities, eg Hepatitis A, B, C, D, HIV and human cytomegalourus. | | A, D | Operational personnel to be taken off the run.  It is particularly important that precautions which are already in place to prevent cross contamination are strictly adhered to. The infection risks that an expectant mother is exposed to, should be re-enforced in a risk assessment for that person.  Control measures such as PPE should be repeated in the assessment.  First Aiders should not undertake first aid duties.  Access to information and health monitoring available. | 2 | 2 | 4 |  | |
| Exposure to hazards | Exposure to vibration or excessive movement. | | A, D | Operational personnel to be taken off the run. | 2 | 2 | 4 |  | |
|  | Exposure to radiation. | | A, D | Operational personnel to be taken off the run.  Refer to Occupational Health | 2 | 2 | 4 |  | |
|  | Exposure to noise | | A, D | Operational personnel to be taken off the run. | 2 | 2 | 4 |  | |
|  | Exposure to hazardous materials during pregnancy or period of breastfeeding | | A, D | Operational personnel to be taken off the run. | 2 | 2 | 4 |  | |
| DSE | Poor ergonomic set up of workstation  Poor postural positioning  Increase in girth size  Stress | | A, D | DSE assessment  Ergonomically designed workstation.  Adjustable mechanisms on chair.  Line Manager to monitor situation. | 2 | 2 | 4 |  | |
| Stress | Excessive psychological pressure.  Psychological changes could be exacerbated by work related stress.  Where pregnancy changes occur they can affect a woman’s ability to have full control over work and therefore reduce speed and competence. | | A, D | Recognise factors that lead to stress.  Maintain liaison with other specialist personnel OHN/H&SM.  Service Stress Policy  Line Manager to monitor situation. | 2 | 2 | 4 |  | |
| Lone Working |  | | A, D | Avoid working alone activities wherever possible.  Identify lone working activities in risk assessment. | 3 | 2 | 6 |  | |
| Driving Activities | RTC  Length of journey, (access to toilet and welfare facilities). This would also apply when travelling as a passenger. Postural comfort, due to girth size. Lone working, access to assistance. Manual handling, loading and unloading of vehicles. | | A, D | Risk Assessment  Maintenance of vehicles  Expectant Mothers to wear seat belts unless medically exempt. | 3 | 2 | 6 |  | |

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| Manual Handling | Increasing girth hinders lift and ability to hold loads securely.  Restricts bending/stretching/turning etc.  Hormonal changes affect ligaments of joints and susceptibility of injury.  Increased susceptibility to injury or miscarriage. | | A, D | Awareness of constraints in working space.  Awareness of special individual capabilities essential.  Manual handling training  Line Manager to monitor workload.  Do not undertake any manual handling tasks. Seek assistance where required.  Maximum 5kg. | 3 | 2 | 6 |  | |
| Tasks/Work Schedules | Prolonged periods may result in undue stresses/strains on pregnant women.  Fatigues and reduction in ability to concentrate during pregnancy and post natal period can cause stress and anxiety. | | A, D | Move around and change posture regularly.  Take frequent regular breaks  Recognise symptoms  Ensure you can adopt a good, comfortable posture. Support lower back where possible.  Report any concerns immediately.  Undertake tasks to your own ability.  Do not impose any unnecessary burdens upon yourself.  Line Manager to recognise and monitor signs of stress.  When using stairs use hand rail. | 3 | 2 | 6 |  | |
| Working Conditions/Welfare | Poor housekeeping, slips, trips and falls, temperatures | | A, D | Good housekeeping, trip hazards must be removed where possible.  Cleaning activities to be well controlled.  Facilities available – Welfare.  Hygiene and storage arrangements.  Maternity wear provided.  Return to work assessment required from OHN, all appropriate welfare facilities must be provided.  *The employer* ***MUST*** *as a minimum, provide new and expectant mothers with a private room with a comfortable chair to take a rest.* | 2 | 2 | 4 |  | |

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**MANAGEMENT FORM**

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| **Date Reviewed** | **Reviewed By** | **Action Taken** | **Allocated To** | **Date Completed** |
| 1/10/21 | Duncan Taylor | Risks during period of breastfeeding identified | Duncan Taylor | 01/10/21 |
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