

Safety Hour Discussion Pack

Topic: *Take 5 for Safety*

Purpose of the discussion:

To encourage colleagues to Take 5 for safety - a prompt for all people in Network Rail to make a simple and quick safety check at any stage during a work activity, to spot risks that might otherwise be overlooked

This session is designed to help our people to understand what Take 5 is, how to do it, and commit to making it part of their daily routine.

Discussion points: Use below to plan your facilitated discussion. Remember, you don't have to have all the answers – the role of the facilitator is to create an engaging discussion where everyone identifies and commits to solutions.

| Discussion points | Supporting notes |
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| <p><i>What is Take 5 for safety?</i></p> | <p>Start the session by playing the Take 5 for safety video (available on Connect/take5 or Safety Central)</p> <p>Invite colleagues to share their understanding of what Take 5 is.</p> <p>What hazards did they spot in the video?</p> <p>Take 5 is as simple as it sounds – it is literally about stopping for a few moments to check for any health, safety or environmental hazards that may not have already been spotted.</p> <p>You can Take 5 <u>at any stage</u> during a task. In several engineering and asset management companies, it has been shown that building Take 5 safety checks into employees' daily routine can contribute <u>significantly</u> to a reduction in workforce injuries.</p> |
| <p><i>How is Take 5 relevant to our team?</i></p> | <p>Ask the group why they think Network Rail has too many workforce accidents - many of which result in lost time injuries.</p> <p>Pick a task/job relevant to the team. Ask the team:</p> <ul style="list-style-type: none"> • to discuss the task, identifying the typical hazards and how they are controlled • what action they would take if they felt a task was unsafe? • how and when would they apply Take 5 during the different stages of that task? • Could the task be delivered more safely and effectively by performing a Take 5 safety check? • Do they perceive any barriers to taking 5? How could these be overcome? |
| <p><i>Take 5 in practice</i></p> | <p>Ask the group to commit to Take 5 before, during and after a task.</p> <p>Agree to share one example of Take 5 in practice at your next team meeting.</p> |