

Health & Safety

We believe we need to provide and maintain safe and healthy working conditions, equipment and systems of work for all school personnel and pupils.

Aims

- To establish a safe working environment for all pupils and school personnel.
- To provide and maintain equipment.
- To establish safe operating systems within the school.
- To provide training and up dated information.

Strategy

Responsibilities	<ul style="list-style-type: none"> • The Governing Body has delegated the day to day management of Health and Safety and overall responsibility to the Headteacher. • The following persons are responsible for: - <ul style="list-style-type: none"> - Teaching areas – Teachers - Office and clerical equipment – Bursar - P.E. and games equipment – PD Curriculum Leader - Science equipment – S&T Curriculum Leader - Computer equipment – S&T Curriculum Leader - Math’s equipment – MD Curriculum Leader - Music equipment – A&D Curriculum Leader - School visits – Headteacher • The Governors with responsibility for H & S is Hannah Glackin, Sarah Atkinson, Emily Coleman, Jamil Abdulkader.
Risk Assessments / Safe Operating Systems	<ul style="list-style-type: none"> • Risk assessments / Safe Operating Systems are in place and staff are aware of them. The Site Manager will review the Risk Assessments annually.
Inspections	<ul style="list-style-type: none"> • A daily inspection is undertaken by the Site Team who reports to the Headteacher in the first instance. • Weekly checks are undertaken by the relevant personnel. • The LA Health and Safety section undertakes an annual inspection. • Termly inspections by the Governor with responsibility for H & S.
Reporting	<ul style="list-style-type: none"> • The Headteacher receives a daily report from the Site Manager • The Headteacher provides a termly report to the Governing Body. • The Headteacher provides an annual report to the Governors and to the LEA. • The Governing Body receives a periodic inspection report from the H & S section of the LA.
Training	<ul style="list-style-type: none"> • All staff meet to discuss safety policies, procedures and safe working practices. • The appropriate personnel undertake training when required.

We believe the above strategy is effective in providing a safe working environment for all pupils and school personnel.

Date Agreed	Written By	Review Date
Spring 2016	Headteacher	Spring 2017