

Health and Safety Policy

Stroud High School

Contents

1	Statement of Intent	3
2	Objectives	3
3	Organisational Roles and Responsibilities	3
4	Health and Safety Arrangements and Procedures	3
5	First Aid Procedures	3
6	Risk Assessment Procedures	3
7	Health and Safety Group	4
8	Commitments	4
9	Legal Context	5

1 Statement of Intent

- 1.1 Stroud High School (the School) recognises that effective health and safety practice is an essential contributor to the welfare of our students, employees, volunteers, contractors and visitors, and to the safety and security of its premises. The School is committed to ensuring that all its School and support services provide a high standard of health and safety practice and that it continually strives towards excellence.
- 1.2 The School therefore expects all employees to be alert to the health and safety risks of their environments and to report any concerns.
- 1.3 Each stakeholder must make a positive commitment to meeting the School's health, safety and welfare standards.
- 1.4 This Health & Safety Policy (the Policy) has been approved by the Trust Board.

2 Objectives

- 2.1 The School's objectives are to:
 - 2.1.1 ensure that all staff understand, promote and implement the School's policies and procedures;
 - 2.1.2 ensure that the School is using the health and safety tools in accordance with the School's requirements; and
 - 2.1.3 promote and raise awareness of health and safety to ensure it is truly embedded into everyday practice.

3 Organisational Roles and Responsibilities

- 3.1 The School's organisational roles and responsibilities summary sets out the specific health and safety duties allocated to particular roles within the School.
- 3.2 A key part is the requirement that each employee reads the Whole School Risk Assessment and reviews their department risk assessments annually or sooner if changes occur affecting its application. All members of the School, visitors, contractors and volunteers are responsible for health and safety as we all have a duty to keep ourselves and others safe.

4 Health and Safety Arrangements and Procedures

- 4.1 The School maintains a health and safety folder on the School hub which details the School's health and safety arrangements and procedures.

5 First Aid Procedures

- 5.1 The School's first aid procedures ensure that the School has adequate arrangements to ensure the first aid needs of staff and students are met.

6 Risk Assessment Procedures

- 6.1 The School's risk assessment procedures require that each department carries out its required risk assessments to ensure hazards and risks are identified, and, as far as is reasonably practicable, suitable and sufficient controls are implemented.

7 Health and Safety Group

- 7.1 The School will hold a health and safety group meeting at least three times a year. The CFO Business Lead will chair these meetings with support from the School's Institution of Occupational Health and Safety (IOSH) team and a Trustee will also be in attendance. Additional stakeholders may be invited to attend, if a particular area is relevant to their role or responsibility.

8 Commitments

- 8.1 Trustees will ensure that appropriate systems are developed and maintained for the effective communication of health and safety matters throughout the organisation and information will be collated on the School hub.
- 8.2 Trustees will provide the necessary support, information and tools to enable key leaders to be responsible for providing the necessary information, instruction, training and supervision to employees and others, including temporary employees and volunteers, to ensure their competence with respect to health and safety.
- 8.3 The School will devote the necessary resources in the form of finance, equipment, personnel and time to ensure adequate provision of health and safety. All equipment (including plant equipment) provided for employees, students and non-employees will be fit for purpose and maintained in line with manufacturers' guidelines and instructions and legal guidelines. The assistance of expert help will be sought where the necessary skills are not available within the organisation.
- 8.4 The School will liaise and work with all necessary persons and organisations to ensure their health and safety whilst working at School. The School must ensure that adequate arrangements are in place for the health and safety of visitors, site contractors, Trustees, volunteers and those affected by its acts or omissions. This will include providing induction and/or information when they come on site and ensuring that they have the necessary documents to work safely.
- 8.5 The School will constantly strive to improve health and safety standards and performance. The minimum standards that will be adopted by the School are those required by law, although the organisation will always seek to exceed these where there is a demonstrable benefit to its employees, students and external partners. Improvement will be monitored through auditing.
- 8.6 The School recognises that safety is the responsibility of everyone within the organisation.
- 8.7 Leadership colleagues, Curriculum Team Leaders and Line Managers will have specific duties and responsibilities to comply with this Policy.

1. Employees have specific legal responsibilities to take reasonable care of themselves and others who could be affected by their activities and to cooperate with management in achieving the standards required. All employees must become familiar with hazards, how to manage or reduce the risks, and promote safety awareness of others and themselves by localised training and accessing central resources on the Hub will ensure they implement and follow this policy. To demonstrate how the policy is implemented, each school is required to complete a Health and Safety Plan on the Lift Schools template which is available on #LiftIntranet - Health and Safety. This Plan includes the names of those with local responsibility, including the composition of the local Health and Safety Committee. It also includes links to other relevant local policy and procedural documentation such as emergency evacuation, local business continuity plan, disaster recovery, lockdown, first-aid, and educational visits.

- .
- 8.8 Trustees and the Senior Leadership Team will commit to ensuring that health and safety is systematically integrated into the management and decision-making processes within the School by discussions at meetings of the Trust Board and other decision-making forums.

Accidents and 'near-misses', damage to property and equipment will be appropriately reported and investigated with suitable action taken to reduce the likelihood of their occurrence. These will be recorded on the School's accident reporting system. The School will report all accidents and near misses to the Trust Board three times a year. Statistical data will be collated each term and annually and then discussed at the Health & Safety Group meetings.

All RIDDOR (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations) reportable accidents will be submitted in conjunction with central health and safety.

9 Legal Context

This Policy is required under the Health and Safety at Work etc. Act 1974, the Management of Health and Safety Regulations 1999, and those other regulations made under the Act.

- 9.1 Any breaches of these legal duties could lead to fines for or prosecution of Trustees, the Headteacher, or individual employees.

- 9.2 Failure to comply with safety requirements could also lead to disciplinary action.

A Health and Safety Management System will be developed and maintained to ensure the above commitments can be met. The Health and Safety Policy and associated protocols will be implemented and considered alongside the requirements of the School's Child Protection and Safeguarding Policy and all aspects relating to personal safety. All staff will play their part in its implementation.

This Policy has been approved by the Trust Board.

Electronic Signature		Geoff Marshall Co-Chair of Trustees
Electronic Signature		Mark McShane Headteacher
Date of Review	January 2026	
Date of Next Review by Resources Committee	February 2027	