FRANCES OLIVE ANDERSON C.E. PRIMARY SCHOOL

HEALTH & SAFETY POLICY & STATEMENT OF INTENT

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Technical Reviewer	Rav Saib, Sarah Woolley & Grace Watson
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F.O.A.C.E.P.S. – H&S POLICY & STATEMENT OF INTENT

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1 STATEMENT OF HEALTH AND SAFETY POLICY AND INTENT

The Governing Body is committed to:

- The provision of safe and healthy conditions associated with the school and school activities, for pupils, employees and visitors, including contractors
- Compliance with all applicable health and safety legislation

To achieve the above commitments, the Governing Body seek the co-operation of staff, pupils, parents and contractors to assist in the goal of minimising the risk of injuries and work-related ill health.

The main hazards and risk control arrangements are detailed in Section 3.

It is impossible to list every hazard likely to be present at any time and therefore everyone must be continually vigilant to ensure that any new hazards are identified, and appropriate arrangements implemented to eliminate the hazards or reduce the risk of injury by the introduction of control, as low as is reasonably practical. (ALARP)

The Governing Body encourage and operate an open and honest Health & Safety culture. All observations and suggestions will be welcomed – and where necessary, specialist advice will be obtained to review new or non-assessed hazards.

The Health and Safety Policy will be reviewed annually and amended as necessary (where new regulatory / legislative requirements are received, or emerging hazards are identified etc.)

Signed: Mr R Saib

……

Governor with H&S Responsibility on behalf of the Governing Body of Frances Olive Anderson C of E Primary School

Signed: S Woolley

……

Headteacher

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2 ORGANISATION AND GENERAL RESPONSIBILITIES

2.1 Governing Body

The Governing Body are responsible, as far as reasonably practicable, for ensuring that:

- A health and safety policy is prepared, implemented and reviewed to ensure it remains valid;
- Health and safety legislation and regulations are monitored by direct involvement or by considering inspection reports;
- Actions and initiatives are prioritised where resources are required;
- Health and safety is a standing agenda item at Governors' meetings;
- Governors are given specific responsibility for health and safety;
- The Governors with nominated health and safety responsibilities and the Headteacher receive continual health and safety management training to assist competency, enabling them understand the holistic strategy in regard to the schools health and safety arrangements;
- Expert Health and Safety advice and guidance is readily available when required (especially where regulative and legislative compliance issues arise);
- The Director of Children's Services is informed (via the agreed and appropriate channels), where significant compliance issues arise.

2.2 Headteacher

The Headteacher is responsible to the Governing Body for ensuring that the health and safety policy is transposed to the school's health and safety procedures and risk reduction and management tools and that as far as reasonably practicable:

- Hazards are identified and arrangements are made and implemented to control the identified risks (and comply with relevant regulation / legislation);
- Any significant issues are recorded and reported as appropriate and necessary;
- An assurance and compliance mechanism compliments the health and safety arrangements;
- Employees are aware of, and encouraged to embrace, the school's health and safety culture and all employees are made aware of both their and their employee's duties in regard to the Health and Safety at Work etc. Act 1974 (and associated regulation, legislation and school expectations) of what is expected of them and that they are capable of dealing with the health and safety requirements of their work;
- Arising health and safety issues are reported to the Governing Body;
- Specialist help and assistance is obtained where necessary;

- Assurance and compliance reports are readily available and periodically reported to the Governing Body, with accompanying details / reports of injuries to employees, pupils and visitors.

2.3 School Health and Safety Co-ordinators

The School Health and Safety Co-ordinator is the School Bursar, and is, as far as reasonably practicable, responsible for assisting the Headteacher and in particular with / for:

- Liaising with employees (and Health and Safety Advisors where required) to ensure that as far as reasonably practicable hazards are identified and eliminated if achievable or appropriate risk control arrangements implemented to reduce the risk of injury;

- Championing the school's health and safety arrangements and ensuring arising issues and instances of non-compliance are reported to the Headteacher.

2.4 Employees

Employees are, as far as reasonably practicable, responsible for:

- Taking reasonable care for their own health and safety and that of other employees (and visitors) and in accordance with the Health & Safety at Work etc. Act 1974 where appropriate, exercising effective supervision of pupils in regard to compliance to the schools health and safety arrangements;

- Complying to associated risk assessments regulation and legislation and adhering to provided manufacturers user manuals or instruction when utilising workplace equipment co-operation and collaboration in complying with the school's health and safety policy;

- Complying to the health and safety arrangements within their own work areas, ensuring compliance to provided risk control measures;

- Understanding the school's health and safety arrangements and ensuring arising issues and instances of non-compliance are reported to the health and safety coordinator or the Headteacher.

2.5 Pupils

Pupils are encouraged:

- To keep themselves and others safe;

- To share own concerns regarding their safety and that of others so that this can be taken seriously;

- To observe standards of dress and behaviour consistent with the safety of themselves and others;

- To observe the rules of the school and in particular the instructions of teachers.

2.6 Health and Safety Assistance

Lincolnshire County Council Health and Safety Team are available to provide health and safety assistance. The Team can be contacted via e mail: corporatehealth&safety@lincolnshire.gov.uk