



HEALTH, SAFETY AND WELFARE PROCEDURES AND ARRANGEMENTS

To comply with the Health & Safety at Work etc. Act 1974, Section 3:

'It shall be the duty of every employer to prepare and as often as may be appropriate revise a written statement of his/her general policy with respect to health and safety at work of his/her employees and the organisation and arrangements for the time being in force for carrying out that policy, and to bring the statement and any revision of it to the notice of all his/her employees'

PART 1: STATEMENT OF GENERAL POLICY ON HEALTH, SAFETY AND WELFARE

1. The Headteacher, the School's Local Committee and the Leadership Team recognise and accept their responsibilities to provide a safe, healthy working environment for all employees, students and visitors.
2. The Headteacher, the School's Local Committee and the Leadership Team will ensure an adequate process for risk assessments for the school to be carried out and communicated to all relevant persons, and for any significant findings to be properly incorporated into the School's Health and Safety procedures.
3. In compliance with Health and Safety legislation, this School's Local Committee will ensure so far as is reasonably practicable that:
 - 3.1. The premises (buildings and all within boundary) are maintained in a safe condition.
 - 3.2. Safe access to and egress from the premises is maintained.
 - 3.3. All plant and equipment is safe to use.
 - 3.4. Appropriate safe systems of work exist and are maintained.
 - 3.5. Sufficient information, instruction, training and supervision is provided.
 - 3.6. Arrangements exist for the safe use, handling and storage of articles and substances at work.
 - 3.7. Arrangements exists to prevent and record any accidents and cases of work-related ill health.
4. In addition to the above commitment, the School's Local Committee also recognises its obligation to non-employees. Where it is reasonably foreseeable that trainees, members of the public, contractors, etc., are or may be affected by the school activities being carried out on or within the school boundary, the Local Committee will make the necessary information, instruction, training and supervision available to ensure the safety of those affected.
5. The Headteacher and the Local Committee will ensure that adequate resources are set aside from the total budget allocation for the policy statement to be properly implemented.
6. The Local Committee is committed to this policy and all staff are required to comply as a condition of employment. They are encouraged to assist in the Local Committee's commitment to the continuous improvement in the school's health and safety performance. For the policy to be effectively implemented, the school must have the full co-operation of employees and others who use the premises.

Employees are reminded of their own duties:

- 6.1. To take care of their own safety and that of others and
- 6.2. To co-operate with the Headteacher, Local Committee and Leadership Team so that they may carry out their own responsibilities effectively.
7. All relevant Regulations, Codes of Practice and Standards will be complied with.
8. The Headteacher and the Local Committee will consult with employees in all matters relating to or affecting health and safety.
9. A copy of this statement has been provided to every member of staff and will be provided to all new members of staff (via the handbook) and referred to as part of their Health and Safety induction process. Copies are also posted on the school's website. This policy statement and the accompanying organisation and arrangements will be revised on an annual basis and as and when necessary.
10. All staff will be trained so that they can carry out their health and safety responsibilities.
11. This policy statement together with the organisational structure and the attached arrangements and procedures has been approved by the school's Local Committee.

Approved by Local Governing Body	Autumn 2023
Due for review	Autumn 2025
SLT Member	Mr P Foster