



Oldfields Hall
Middle School

Oldfields Hall Middle School Health and Safety Policy Statement

HEALTH, SAFETY AND WELFARE POLICY

The Governing Body and Head Teacher and those in control of the school recognise and take responsibility to ensure risks are managed effectively and that the School is compliant with the relevant legislation and guidance. They will ensure so far as is reasonably practicable that all staff, students, contractors, and visitors who work or visit the school or are involved in activities are safe. Arrangements are in place to ensure:

- All plant and equipment are safe to use and that arrangements exist for the safe use, handling and storage of articles and substances at work.
- Appropriate risk assessments / safe systems of work exist and there is sufficient information, instruction, training, and supervision available and provided to ensure a safe environment.
- Non-employees are not adversely affected by the Schools activities.
- Consultation on health and safety with employees and employee representatives occurs on a regular basis.
- Ensure that procedures exist which allow the implementation of the health and safety policies and any arrangements through procedures.
- Health and Safety responsibilities are defined for staff and governors.
- A system for monitoring, reviewing, and auditing of the procedures takes place and any actions arising from this review are acted upon, as necessary.
- Health and safety targets are set each year and communicated to all staff.
- School activities (including residential visits and any school-led adventure activities) are planned, risk assessed and have sufficient supervision to be carried out in a safe manner, appropriate to the nature of the activity.

- All injuries to staff, students, contractors, and visitors who visit the school or are on a school trip are recorded. Significant incidents are also recorded and reported appropriately to the School Governors.
- A healthy working environment is maintained with adequate welfare facilities.
- Ensure that all visitors, including contractors, are made aware of any hazards on site of which they may be unaware.
- A formal management review of health and safety performance is conducted to monitor and report performance and the effectiveness of the health and safety policy
- Staffordshire County Council Health and Safety policy is adopted as required.

It is the responsibility of every employee / individual within in the School or on an activity to:

- Perform their job in a safe manner
- Look out for themselves and their colleagues
- Stop and seek guidance if they believe what they are doing is unsafe
- Report any unsafe acts or conditions they see
- Comply with all health and safety requirements
- Contribute ideas to help continually improve the effectiveness of health and safety risk management

Signed for the Governors:

Date:

Signed Head Teacher:

Date: