



Health and Safety Policy

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Introduction

This policy builds on the generic County Council Health and Safety Policy. As well as providing the basis of the health and safety management system, this policy also satisfies the legal requirement contained in section 2(3) of the Health and Safety at Work etc Act 1974 which states:

“Except in such cases as may be prescribed, it shall be the duty of every employer to prepare and as often as may be appropriate revise a written statement of his general policy with respect to health and safety at work of his employees and the organisation and arrangements for the time being in force for carrying out that policy...”

This policy addresses the following five areas:

- Policy Aim
- Policy Objectives
- Policy Statement
- The means of organising health and safety within the school;
The specific arrangements for satisfying the policy;
- The arrangements for monitoring and evaluating the policy to ensure the standards set are being achieved.

Policy Aim

Kingsthorpe Village Primary School (“the school”) strives to achieve the highest standards of health, safety and welfare of staff, pupils and visitors, providing a working and learning environment which is safe and without risk to health. Through the Finance and School Business Management Committee, the Governing Board ensures that systems are in place for effective monitoring and reporting of the local facilities management matters affecting health and safety. Everyone involved with the school is required to assist in achieving the aims and objectives identified.

Policy Objectives

- to conduct all school activities safely and in compliance with legislative standards
- to provide safe working and learning conditions
- to ensure a systematic approach to the identification of risks and the allocations of resources to control them
- to promote a positive health and safety culture demonstrated by open communication and a shared commitment to the importance of health, safety and welfare.

Policy Statement

The school recognises and accepts its responsibility as an employer and provider of services and will provide a safe and healthy workplace and learning environment for all staff, pupils and such other persons as may be affected by its activities. The school will:-

- seek to ensure that its buildings, grounds, plant and equipment meet appropriate health and safety standards;
- promote health and safety training to ensure competence and awareness
- develop and communicate information on safe working practices and risk management
- require staff to exercise due care and attention and observe safe working practices
- require all employees and encourage and support all pupils to show a proper concern for their own safety and that of those around them.

Organisation

To ensure that managers and staff are aware of their delegated responsibilities and duties regarding health and safety, it is essential to have a management structure which identifies clear lines of communication throughout the school (see Appendix A). **At school level duties and responsibilities have been assigned to Staff and Governors as laid out below.**

Responsibilities of the Governing Board

The Governing Board is responsible for health and safety matters at a local level and is responsible for:

- Promoting a positive health and safety culture and high standards of health and safety within the school
- Ensuring there is a health and safety policy in place, up to date and reflects the school circumstances
- Ensuring the complete implementation of the policy
- Ensuring staff have adequate information, instruction, Training and supervision on all Health and Safety matters
- Ensuring all risks are identified through suitable and sufficient Risk assessments
- Ensuring adequate control measures are in place for identified risks
- Ensuring competent responsible persons are appointed to manage certain specific risks (Asbestos, Legionella)
- Ensuring there is an emergency action plan/procedure
- Continuous monitoring of all procedures through routine inspections and audits
- Periodic review of procedures

Responsibilities of the Head Teacher

Overall responsibility for the day to day management of health and safety in the school rests with the Head Teacher.

As manager of the establishment and of all the activities carried on within it, the Head Teacher will advise Governors of the areas of health and safety concern which may need to be addressed by the allocation of funds.

The Head Teacher has responsibility for:

- communicating the policy to all relevant parties;
- ensuring there is an adequate system in place for undertaking risk assessments;
- the implementation and monitoring of the school's health and safety arrangements which form part of this policy;
- ensuring all staff are provided with adequate information, instruction and training on health and safety issues;
- ensuring that the establishment has emergency procedures in place;

- monitoring and reporting of property and facilities management issues affecting health and safety;
- ensuring that the safety policy and relevant risk assessments / information of the school and PFI Contractor (Amey) are shared where appropriate;
- ensuring there is no misuse of plant, equipment etc.
- the provision of appropriate health and safety information to governors.

The Head Teacher may choose to delegate certain tasks to other members of staff. It is clearly understood by everyone concerned that the delegation of certain duties will not relieve the Head Teacher from the overall day to day responsibilities for health and safety within the establishment.

Responsibilities of Employees

Under the Health and Safety at work Act etc 1974, all employees have general health and safety responsibilities. Staff must be aware that they are obliged to take care of their own health and safety whilst at work along with that of others who may be affected by their actions.

All employees of the establishment have responsibility to:

- take reasonable care for the health and safety of themselves and others in undertaking their work, comply with the school's health and safety policy and procedures at all times.
- report all accidents and incidents in line with the reporting procedure.
- co-operate with school management on all matters relating to health and safety.
- ensure that they don't intentionally interfere with or misuse any equipment or fittings provided in the interests of health safety and welfare.
- report all defects in condition of premises or equipment and any health and safety concerns immediately to their line manager.
- report immediately to their line manager any shortcomings in the arrangements for health and safety.
- ensure that they only use equipment or machinery that they are competent to use or have been trained to use.
- make use of all necessary control measures and personal protective equipment provided for safety or health reasons.

Arrangements

1. FIRE EVACUATION AND OTHER EMERGENCY ARRANGEMENTS

Fire Risk Assessment

The school's Fire Risk Assessment is reviewed each year, in conjunction with a representative from the PFI Contractor (Amey).

Fire Alarm System Bell and Fire Extinguisher Locations

There are fire alarm bells sited throughout the school. The location of fire alarm bells and fire extinguishers are shown in the Fire Logbook, which is kept in the PFI Contractor (Amey) site supervisor's office. The alarms are tested regularly and the results recorded in the fire logbook by PFI Contractor's (Amey) site supervisor.

Fire Drills & Evacuation

Details of action to be taken on discovering a fire are posted in prominent positions throughout the school buildings, along with a map that shows the nearest escape route from each location. A detailed copy of these procedures can also be found in the staff handbook.

Escape Routes

Passageways and exit doors must be kept free for escape, must not be obstructed and must be kept in good repair. All doors on escape routes must be kept unlocked or easily opened whilst the premises are occupied. Fire doors should be clearly labelled or kept closed and never wedged open. All occupants, including pupils, should be informed that this prevents the spread of smoke, flames and dangerous fumes.

Fire Drills are held three times a year and as soon as practicable after the commencement of each term, both for staff and pupils. When the alarm sounds, the assumption should be that it is a real fire and evacuation should take place as quickly as possible.

A fire log is kept. Tests to the alarm system, the dates of fire drill and checks on fire equipment and extinguishers are recorded in this, by the PFI Contractor's (Amey) site supervisor.

The Assembly Point is: The Playing Field

Smoke Free Environment

In accordance with the guidelines laid down by Northamptonshire County Council and the Local Authority's Safety Policy, Kingsthorpe Village Primary School is a "Smoke Free Environment". Smoking which includes the use of vapes is forbidden in the school grounds and all school buildings and visitors to the school, including contractor's appointment by the PFI Contractor (Amey) are to be made aware of this. There are also prominent signs, in sufficient quantities, to reinforce this message.

2. ACCIDENTAL INJURY

Most accidents that occur in school are of a minor nature. Where a more serious accident occurs, the strategies listed below are to be adopted:

- refer to a first aider for immediate advice/action;
- make an emergency 999 telephone call if appropriate; record the time of this;
- inform parent/guardian in the case of accident to pupil(s) and record the time of this;
- if the First Aider or Head Teacher considers it necessary, the injured person will be sent directly to hospital (normally by ambulance). No casualty should be allowed to travel to hospital unaccompanied and an accompanying adult will be designated in situations where the parents cannot be contacted.

For all types of accidents, an accident form must be completed for both pupils and adults, in line with guidance from Northamptonshire County Council. Pupils accidents are recorded electronically on the school reporting system. Adult accident forms are located in the school office and are signed by the Head Teacher.

Any injury or accident that falls under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) must be immediately reported to the Head Teacher who will fill out the appropriate form, and report by telephone to the Local Authority's Health & Safety Officer.

3. FIRST AID IN SCHOOL

The senior first aider is responsible for regularly checking that the contents of first aid boxes are complete and replenished as necessary. A check should be made at least termly.

Sufficient staff will be trained in first aid and hold First Aid at Work, Early Year's Foundation Standard or Emergency First Aid qualification as deemed appropriate. Details of the trained first aid will be displayed in the Staff Room and the School Office.

The Head Teacher will ensure that First Aiders have a current certificate and that new persons are trained should First Aiders leave.

The school will follow the procedure for completion of incident/accident records in accordance with NCC guidance.

All staff and First Aiders are to be asked to follow hygiene guidelines. Disposable bins/gloves are provided in the First Aid area.

The member of staff responsible for leading each off-site visit will check that appropriate first aid resources are taken and the Educational Visits Co-ordinator [EVC] will check that this is built into the risk assessment. Logging the trip on the eVisit website.

4. ADMINISTRATION OF MEDICINES

All medication will be administered to pupils in accordance with the DfE guidance in documents **"Supporting Pupil in Schools with Medical Conditions (Updated August 2017)"** and **"Statutory Framework for Early Years Foundation Stage (Updated February 2018)"**.

The school will only administer medication when a **'Medication Consent Form'** has been completed by the parent / guardian. Parents must bring the medication to the school office and sign a consent form, clearly stating the dose and time, and that the medication has been previously administered with no side effects. All medication requests from parents are authorised by the Head Teacher or Deputy Head Teacher. This may include 'over the counter' medication that is not routinely prescribed by a medical professional. 'Over the counter' medication use will normally be limited to 24-48 hours.

Records of administration of medication will be kept in the bound book located in the locked medicine cabinet in the school office. Medicines kept in school are securely stored in the locked medicine cabinet in the school office or the first aid fridge in the staffroom, both with access strictly controlled. Where children need to have access to medication i.e. asthma sufferers, it will be kept in the teachers' cupboard and clearly labelled by name. Inhalers and Epipens will be transported by the class teacher whenever the child is being educated out of class or off-site.

Staff will undergo specific training related to health conditions of pupils and administration of medicines (e.g. diabetes, epilepsy, anaphylaxis etc) as appropriate. Epipen training will be given to relevant staff and a list of staff who have been trained is kept in the school office.

5. WORKPLACE SAFETY OF STAFF, PUPILS AND VISITORS

Teachers and class-room assistants have a responsibility to ensure, in so far as is reasonably practicable, that both they and their pupils operate in a safe environment, in particular:

- Calm orderly conduct throughout the school and playground reduces the chance of an accident: teachers are responsible, in so far as reasonably practicable, for the supervision of safe movement within the classrooms, hall, corridors and stairways for themselves and pupils.
- Where electrical equipment is in use and when working above floor level the health and safety codes of practice for staff must be adhered to.
- If teachers are concerned as to the temperature of their classroom, this should be reported to the site supervisor and Head Teacher.
- Staff must not attempt to lift or move anything they consider to be too awkward or heavy for them. Special care must be taken when asking children to move heavy objects and the member of staff has responsibility for assessing the risk in asking the children to perform handling tasks.
- Children should not carry cups of hot drinks for the staff, and hot drinks are carried by adults at their own risk. Hot drinks should not be carried in corridors, classrooms etc. at peak times when children are moving around the school and should not be taken onto the playground or field at playtimes.
- Mobile Phones will be kept out of sight during lesson times and use of phones must be limited to non-contact times where no children are present.

6. WORK EQUIPMENT

All staff are required to report to the Head Teacher any problems found with plant/equipment, damaged electrical apparatus or wiring - including portable equipment and permanent wiring. Defective equipment will be clearly marked as such and taken out of service by storing in a secure location pending repair / disposal.

Electrical Safety All staff should monitor the condition of plugs, cables and electrical equipment prior to use. All portable items of electrical equipment other than I.C.T. equipment will be subject to PAT (portable appliance testing) annually, conducted by the PFI Contractor (Amey). The school will ensure that all I.C.T. equipment is examined and / or tested in accordance with H.S.E. guidance.

Personal items of equipment (electrical or mechanical) should not be brought into the school without prior authorisation and subjected to the same tests as school equipment.

External play equipment

The external play equipment will only be used when supervised during school hours. Parents are regularly reminded that before and after school, it is a parental responsibility to supervise their child in the playground. Such equipment is checked on a regular basis by the PFI Contractor (Amey) for any apparent defects. The school also commissions the supplier of the play equipment to carry out an annual check and report.

7. HEALTH AND SAFETY IN THE CURRICULUM

A. PHYSICAL EDUCATION

- To ensure the safety of pupils when they participate in Physical Education, appropriate clothing and footwear must be worn.
- Jewellery should not be worn; Stud earrings can be sufficiently taped over only with written permission from a parent / guardian who accepts responsibility. Long hair should be tied back when necessary; the eating and drinking of any foodstuffs other than water is not permitted.
- Barefoot work for gymnastics/dance/drama is encouraged after teachers have carried out a visual risk assessment of the floor surface. At no time are pupils permitted to take part in physical education/dance/drama in stockings feet.
- Teachers should carry out a risk assessment of the floor surface, nearby furniture and reduce any chance of a child slipping or tripping before commencing any PE lesson.
- Training update on the carrying of and setting out of apparatus will be carried out on a regular basis.
- Teachers should have an understanding and knowledge of any type of physical education and its aims. They must not be tempted to teach to a standard that is beyond their own knowledge and competence.
- Teachers are encouraged to attend appropriate training courses that promote how to deliver physical activities safely linked to the PESSPS document

AT ALL TIMES a “warm up” should precede vigorous exercise and a “cool down” be used as appropriate.

Use of mats

Pupils must be taught to land safely from a variety of situations and the development of safe, controlled landings should be a major aim of gymnastic lessons.

Indoor / Outdoor Games

Any game involving physical contact will include an element of risk and the possibility of injury. This can be minimised by specific attention to the following:

- Surfaces should be free of stones, glass and other debris. The playing field should not be used if frost damage causes a dangerous surface.
- Indoor games should only be played in situations where loose equipment or furniture does not constitute a hazard. Care should be taken that hard equipment should not be used which would break light bulbs or windows.
- Games should be played in controlled conditions and with good conduct, a healthy attitude towards opponents should be encouraged. Whilst healthy competition is natural, excessive competitiveness should be actively discouraged.
- Appropriate footwear should be worn for games such as football etc.
- Clothing should be suitable for the conditions: track suits or jogging suits may be worn in cold weather.

Apparatus

Amey Business Services are responsible for ensuring that an annual inspection of fixed apparatus takes place. The LA appointed contractor will carry out annual inspections of loose apparatus. However, it is the responsibility of the teacher and support staff to ensure that an inspection is carried out for superficial defects or faults in the apparatus.

Teachers will report any of the following to the Head Teacher immediately:

- Any bending, breaking, warping, cracking or loosening of parts of equipment.
- Any cracks, splinters, rust or other corrosion of equipment.
- Any sharp points or edges in equipment

- Any missing, damaged, loosened, sharp corners or insecure fittings.

When any such report is made the Head Teacher will have the equipment removed from use until it can be repaired or replaced. Pupils will be taught to carry the equipment in the correct way.

B. SWIMMING

Please refer to the LA's document on Health and Safety in Swimming.

- There will be a Life Saver present at the pool with a minimum qualification of the Bronze Medallion of the Royal Life Saving Society.
- If a bus is used to transport pupils, they must be marked on the register and counted on to the bus. Whilst on the bus, pupils must remain seated and wear seat belts. An adult must sit next to the emergency exit door.
- No running is allowed at the baths and no swimming is allowed unless the pupils are being supervised.
- One blast on the whistle and all pupils must stop what they are doing and look at the instructors: two blasts on the whistle and all pupils must get out of the pool immediately.
- All pupils line up before leaving the pool and they are counted out to the bus.

C. DESIGN AND TECHNOLOGY

This area of the curriculum requires that pupils develop skills in investigation, the use of tools and working with a variety of materials, including cookery and food hygiene awareness. It is essential that adequate supervision be applied at all times by teaching, support and voluntary staff.

Preparation of Design and Technology Activities

- Teachers should seek advice about good practice. Teachers should try out a new tool, technique or procedure for themselves, so that they are aware of any potential dangers or difficulties.
- Teachers should identify those activities that require supervision and ensure that only a manageable number of children are engaged in them at any one time.
- Children should be made aware of the possible consequences of their actions to others, e.g. careless use of tools.

Organisation of Design and Technology

- Children should be taught to take care of tools and equipment; to work systematically and to clear away afterwards.
- Equipment should be classified as to: that which is for general use; that which can only be used under direct supervision; that which is for teacher use only.
- Materials which children require should be stored in such a way that easy and safe access is possible.
- Teachers should ensure a good level of natural and artificial lighting.

D. OFF SITE VISITS INCLUDING RESIDENTIAL VISITS

All visits requiring children to leave the school site must be cleared, in advance, by the Educational Visits Co-ordinator (EVC). All visits requiring transportation must have written parental permissions. A generic permission letter that all parents sign when their child joins the school covers visits involving walking in the locality. Children must be accompanied by an appropriate number of responsible adults. Risk assessments must be carried out by a teacher and approved by the EVC before taking any children on a visit. The school

will ensure that appropriate insurance arrangements are in place. A list of children off site must always be left in the school office and a mobile phone should always be available to staff leading the group.

The person in charge of the trip must have access to a First Aid Kit at all times. If children are transported in staff or parents' cars then they must be wearing seat belts, using appropriate child seats and the driver must have the correct insurance cover. Permission slips must be completed by parents of children involved.

If travelling by coach, it is a legal requirement that all coaches (but not service vehicles) are fitted with seat belts and that all passengers are wearing them. Teaching staff accompanying the children will ensure that they are wearing their seatbelts prior to departure.

8. SUNCARE/HOT WEATHER POLICY

Advice is given on the risk of over exposure to the sun and children are encouraged to wear hats, but the application of sun creams and sun blocks etc. remains the responsibility of parents/carers. In extreme heat/ weather alternative lunchtime arrangements may be made .

9. PHYSICAL HANDLING OF PUPILS (see Positive Handling Policy)

Occasionally the need arises to use physical handling for a child's own safety. Teaching staff and identified members of support staff are given authority to do this, providing they follow the correct procedures and providing they have received appropriate training. For further information, refer to the Positive Handling Policy.

10. VIOLENCE AND AGGRESSION TO STAFF (Managing Aggressive and Violent Behaviour Policy)

Wherever possible steps will be taken to eliminate such risk to staff; children who are likely to have aggressive outbursts will have behaviour plans in place and will receive appropriate support. On parent consultation evenings, the Head Teacher or Deputy Head Teacher will always remain behind until the last parent has left the site, to ensure the safety of members of staff. Should any incident of violence and aggression to a member of staff occur, then the incident will be logged by the Head Teacher using the LA form and appropriate action will be taken.

The HT and DHT both have panic buttons linked to the school office in their own offices.

11. VISUAL DISPLAY UNITS (VDUs)

For people whose duties entail working with VDU equipment, short frequent breaks should be arranged. For children, staff should ensure that children are correctly seated for use of a VDU, and not too close to the screen. A child should work continuously at a screen for no more than 30 minutes. More detail can be found in the NCC document 'Display Screen Equipment Procedures'.

12. ELECTRICAL TESTING

All electrical equipment other than I.C.T equipment will be inspected and tested every year by a recognised tester, organized by AMEY Business Services. If an item fails the test, it will either be condemned or repaired before use is permitted once again. The school will ensure that all I.C.T. equipment is tested on an annual basis.

13. ANIMALS AND PLANTS IN SCHOOL

The school complies with the details in the memorandum 3/90 "Animals and Plants in Schools Legal Aspects". In accordance with County Council guidance. Dogs should not be allowed on the premises, except in special circumstances.

14. ON SITE VEHICLE MOVEMENTS

Whenever it can be avoided there will be no movement of vehicles on site when children are present. Staff and visitors who park on site do so away from areas used by the children. Occasionally there may be a need for a delivery vehicle or maintenance vehicle to move on site during the school day. In this case children will be moved away from the area the vehicle needs to access and will be fully supervised by staff until the vehicle stops.

15. MAINTENANCE, EQUIPMENT, MATERIALS

The site supervisor, as the on-site representative of Amey Business Services, has responsibility for health and safety issues relating to the plant room, cleaning materials etc. and the overall supervision of contractors, appointed by Amey, to ensure the health and safety of all present on site.

16. SUBSTANCES HAZARDOUS TO HEALTH

The school will minimise the use of substances that have hazardous warning signs, especially in classrooms. Substances used in the school kitchen will be kept secure and only used by kitchen staff trained in their use. Suitable Personal Protective Equipment will be provided by the school. The PFI Contractor (Amey) are responsible for the maintenance and cleaning of the premises and they will ensure all hazardous substances are kept secure and only used when children are not present.

17. DEALING WITH HAZARDOUS WASTE

The site supervisor is responsible for checking the grounds for hazardous waste and for the removal of hazardous waste from the grounds in accordance with guidance from the PFI Contractor (Amey). Hazardous waste includes glass, hypodermic needles, condoms and animal fouling. Protective gloves will be worn while dealing with the removal of any such object. Any discovery of hazardous waste on the school grounds should be reported to the site supervisor or Head Teacher immediately.

18. SNOW AND ICE

In snow and ice, the premises, including entrances, exits and pathways are to be kept in a safe condition as far as reasonably practicable and within reason. In very severe conditions, regard must be given to the practical circumstances prevailing and where necessary, and with the agreement of the Head Teacher, some areas may be taken temporarily out of use. In the event that the Head Teacher decides there are insufficient staff to ensure the safe running of the school, the decision may be made to close the school. In this event, NCC procedures will be followed and parents/carers informed.

19. SAFEGUARDING CHILDREN

The school recognises its responsibilities with regard to child protection issues. All staff employed since 2002 have been Disclosure and Barring Service (DBS) checked at enhanced level. There are two fully trained designated members of staff with responsibility for this area and a child protection governor has been appointed. For further details see the Safeguarding Policy.

20. WORKING AT HEIGHT

Work at height is avoided where possible. In the event that work at height is necessary, the school provides step ladders with handholds throughout the school for use by the school staff. These step ladders should always be used when working above floor level – not chairs or tables. Staff have received training in

how to use the step ladders provided. Any maintenance type work e.g. fixing faulty lights, overhead projectors must be undertaken by Amey Building Services or other contractor.

21. LONE WORKING

In accordance with the agreement with Amey Building Services, the school premises are open from 8am to 6pm and there should always be a member of the Amey staff on site during these hours. Staff should avoid working alone with individual pupils in isolation. **The school will follow the NCC Lone, Solitary and Peripatetic Working Guidance.**

22. STRESS AND WELLBEING

The Governing Board have overall responsibility to ensure that all staff, and in particular the Head Teacher manages an acceptable work/life balance. This includes providing appropriate administrative and leadership support and leadership and management time for the Head Teacher.

- The Governors will regularly review their own practices with consideration to staff workload. In addition: The Governors will request that work/life balance become an item for discussion in the Head Teacher's Report at least annually.
- Wellbeing and Work/life balance will be a specific item at staff meetings/SLT at least once each term.
- Staff will be asked to regularly monitor their own work/life balance and to report any arising concerns to the Head Teacher.
- The Head Teacher has a duty to monitor their own work/life balance, modelling good practice and reporting concerns to the Governing Board.
- The school is committed to **compliance with the requirements of Northamptonshire County Council "Well-Being Policy" and "Work Life Balance for Schools Based Staff"**.

MONITORING AND EVALUATION

- The Head Teacher will ensure that all accidents, incidents and emergencies are accurately and promptly recorded using standard LA documentation and procedures.
- The Head Teacher / SBM and Health and Safety Governor will conduct a formal Safety Inspection three times a year in order to ensure: that physical controls are in place and working; that staff are carrying out the functions allocated to them to ensure that procedures are current, relevant and effective.
- The Safety Inspection will also involve a review of the accident/incident and Near Miss reports, ensuring that appropriate steps have been taken, and where relevant, the Governing Board and/or LA have been informed.
- Following the Safety Inspection, the Head Teacher and Health and Safety Governor will prepare a written report for consideration by the Governing Board at the Finance and Business Management Committee Meeting.
- The Finance and Business Management Committee of the Governing Board will also be kept informed by the Head Teacher of: reports of any Health and Safety Audits arranged by the LA; reports of HSE Inspector's Visits, including any enforcement action; details of any new Health and Safety legislation; LA codes of practice; DFE guidance and advice; reports by HM Inspectorate (DFE) drawing attention to possible safety matters more generally.
- Accident/Incident reports and relevant maintenance records will be reviewed periodically to check procedures and to identify possible patterns when accidents occur and to identify any opportunities for remedial action to prevent recurrence.
- The Head Teacher will fully co-operate with any Health and Safety Inspections and Audits arranged by the LA.

The monitoring and evaluation of the effectiveness of this policy is the responsibility of the Finance and Business Management Committee of the Governing Board. This policy will be reviewed every year by the Governing Board.

Appendix A
Health and Safety Organisational Chart

