



RUSHBURY C.E. (VC) PRIMARY SCHOOL

Health and Safety Policy

The School Governors and Headteacher recognise their responsibility to provide a safe and healthy environment for all employees, pupils, visitors, contractors at the premises and those affected by the school's activities elsewhere.

Within the ethos of self-regulation the Governors and Headteacher will, so far as is reasonably practicable, ensure a safe place of work and a safe system of work.

In carrying out the above policy effectively the school Governors and Headteacher will:

- Seek the co-operation, through consultation and involvement, of all employees with a view to implementing the requirements of the Health and Safety at Work Act 1974, and associated legislation;
- Maintain all places of work, including the means of access and egress from such places, in a safe condition and ensure that work equipment and systems of work are maintained to be safe and without risks to health;
- Provide and maintain facilities and arrangements for the welfare of employees and pupils, including adequate provision for first-aid treatment;
- Ensure safety and the absence of risks to health and to the general environment in connection with the use, handling, storage, transport and disposal of articles and substances, and to provide appropriate personal protective equipment where necessary;
- Bring to the attention of all regular and temporary employees, pupils, visitors and contractors, at the school premises, sites and undertakings, their responsibilities with regards to their own safety and the safety of others who may be affected by their acts or omissions. This will involve the provision of such information, instruction, training and supervision as is necessary;
- Identify, eliminate, or reduce by controls, hazards which exist at the place of work through workstation and work activity risk assessment, and bring such hazards to the attention of employees and others who may be affected. This will include the formulation and where necessary, practise of effective procedures for use in the event of serious risk or imminent danger.

In addition, to assist in the proper implementation of this policy they will

- Keep abreast of legislation by ensuring adequate and appropriate advice through persons competent in health and safety matters and provide the necessary resources to ensure effective safety management. This will include monitoring health and safety performance on a regular basis with regards to places of work, work activities and, where necessary, contractor activities as well as keeping records
- Bring this policy statement and relevant health and safety arrangements not only to the attention of all employees, but other persons affected by the school's activities. The policy statement, organisation and arrangements will be reviewed and amended as often as necessary.

Health and safety coordinator:

Steve Morris

First Aider:

Steve Morris, Kate Reeve, Helen Jones, Sam Carter and Anna Child

Educational Visits Coordinator:

Kate Reeves

Portable Electrical Testing:

Organised by the LA

Risk Assessment Coordinator:

Sian Mann

The School Governors

- will be responsible in conjunction with the Headteacher to ensure formulation, reviewing and subsequent amendment of the School Safety Policy Statement and Organisation and Arrangements;
- will enable the Health and Safety Policy to be translated into effective action at all levels within the school;
- will ensure that Health and Safety Legislation, Codes of Practice and Guidance together with school rules are implemented and that Staff and Pupils are operating safe working practices;
- in liaison with the Headteacher will ensure that adequate professional safety advice is available;
- will make adequate financial provision for carrying the Policy into effect;
- will cause the effectiveness of the policy and safety performance of the school to be monitored;
- will cause the Health and Safety Policy to be amended whenever necessary;
- will promote an interest in, and enthusiasm for Health and Safety matters throughout the school.

The Headteacher

- will be responsible for the implementation of the School Safety Policy and will liaise with the Governors to ensure full compliance with its requirements;
- will appoint persons as listed in the organisation so as to deal with the day to day issues on Health, Safety and Welfare;

- will periodically review the school Policy on Health and Safety and draft amendments to it whenever necessary;
- will monitor the safety performance of the school and take such steps as may be necessary to improve the performance;
- will ensure that all Employees are supplied with a copy of the statement and are aware of their responsibilities as determined by the Policy, particularly those parts of the Safety Policy which affect them or the responsibilities that are individually allocated;
- will ensure that effective channels of communication and consultation with staff and safety representatives are maintained;
- will be responsible for the formulating and execution of the Health and Safety Training Policy for staff, in order for them to undertake their work activity safely;
- will ensure that a suitable and sufficient assessment of the risks to the Health and Safety of all persons on the school premises are carried out. The assessment to be recorded if the Employees exceed five or more, together with the significant findings of the assessment and any group of Employees identified as being especially at risk;
- will promote an interest in, and enthusiasm for Health and Safety throughout the school;
- will provide ongoing recommendations and present an annual report on Health and Safety to the Board of Governors;
- will be responsible for dealing with visits from the Health and Safety Executive Inspectorate. Inspectors do not have to make an appointment to visit and inspect the premises and have extensive powers under Section 20 of the Health and Safety at Work Act. The Headteacher will be responsible for reviewing and where necessary, the amending of this policy statement.

Teaching Staff

- will, notwithstanding their individual functions, take reasonable care of their own health and safety and that of the pupils and others who may be affected by what they do;
- will co-operate with school management on matters of health and safety and will not interfere with or misuse anything provided in the interest of health and safety;
- will take special care in matters of health and safety if they teach in laboratories, workshops or other potentially hazardous areas and be aware of specific guidelines contained in LA technical papers, and in specialist publications from bodies such as the CLEAPPS, DATA, the Assoc. of Science Education and BAALPE;
- will report all accidents, dangerous occurrences and potentially dangerous practices and situations to the Head Teacher.

Support Staff

- will, notwithstanding their individual functions, take reasonable care of their own health and safety and that of the pupils and others who may be affected by what they do;
- will co-operate with school management on matters of health and safety and will not interfere with or misuse anything provided in the interest of health and safety;
- will report all accidents, dangerous occurrences and potentially dangerous practices and situations to the Head Teacher.

Date issued: 01.02.2026

Date to review: 31.01.2027