



Norley CE Primary School



Health & Safety Policy

We are a church school where education is nourished through the teachings of Jesus Christ, enabling each child to fulfil their potential and which reflects our commitment to academic excellence.

We want our children to celebrate and appreciate diversity, fostering qualities that encourage every child to have aspiration for a society in which every individual is cherished.

With our Christian belief at its heart, we work in partnership with each other, families, the church, the local and wider community to create a stimulating and caring environment, where everyone is welcomed, nurtured and empowered.

Christian values directly inspire and influence the children to recognise their self-worth and flourish, enabling them to make the right choices that will continue to shape their lives

You are the light of the world. A city built on a hill cannot be hidden. No one after lighting a lamp puts it under the bushel basket, but on the lamp stand, and it gives light to all in the house. In the same way, let your light shine before others, so that they may see your good works and give glory to your Father in heaven.

(Matt. 5:14-16)



Health & Safety Policy

1. Overview

The Governing Body is committed to securing the health, safety and well-being of employees, pupils and others affected by the school's activities, including visitors and contractors. Everyone has a part to play in bringing this into effect and full co-operation is therefore expected.

2. Purpose

- To provide the necessary authority and support for staff as they make their respective contributions to health and safety.
- To set out duties and responsibilities.
- To recognise the partnership necessary with the LA and Diocese to ensure that all statutory duties in this field are met.
- To emphasise the importance of keeping hazards under control by making an assessment of operating risks.

3. Guidelines

- Guidance from the LA will be presented to the Governing Body to note and formally adopt on behalf of the school. Supplementary guidance may be produced in school, but where conflict arises with external documents, the issue must be drawn to the Governors' attention for resolution. Statutory obligations will take precedence. School holds a paper copy of current guidance issued by the Local Authority for reference and ensures revisions are added as necessary.
- Key risks, relating to sources of potentially serious injury or ill health, will be specially monitored. Health and safety performance will be reviewed in an annual health and safety report presented by the Head to the Governing Body in the autumn term. In addition the Business & Resources committee will also consider any other Health & Safety issues.
- The Head will carry the overall responsibility for implementing this Policy. Particular attention will be given to communicating its requirements to all staff and others affected. To facilitate this, the Head may designate a senior member of staff to be the contact point within the school and with the LA for safety matters – Appendix A & Appendix B
- Staff will identify and control hazards in their areas and check compliance with standards set down in health and safety reference files. The Head will give special attention to the induction and supervision of new, temporary or probationary staff and discuss health and safety with all staff formally at least once a year. This will usually be at a staff meeting.
- All employees, regardless of seniority, have a duty to take care of themselves and others who might be affected by their acts or omissions. Staff should use equipment and working methods approved by their supervisor/senior colleague. Special care should be taken with the health and safety issues of any new venture or expedition.
- Visitors, contractors and users of the premises, other than pupils, require special consideration. Contractors and hirers must be able to satisfy the school on their competence to pursue their activities safely and make adequate arrangements for fire and other relevant emergency precautions. See reference to charging and letting policy.



4. Policy Review

The Head will monitor the effectiveness of health and safety arrangements. This will include meeting with staff at least annually to review past performance and incident statistics and other relevant emergency precautions. The Headteacher will also ensure staff are aware of any revised guidance issued by the Local Authority.

Health and Safety Policy	
Review Frequency:	Annual or earlier if considered necessary.
Reviewed by:	Business & Resource Committee 13 th October 2021
Head Teacher approval signature:	<i>Helen Kelly</i>
Head Teacher approval date:	13 th October 2021
Chair of Governing Body approval signature:	<i>Paul Corbishley</i>
Chair of Governing Body approval date:	13 th October 2021
Date of next review:	13 th October 2022



FOOTNOTES

1. Standards

Staff are expected to be aware of relevant standards issued or commended by the LA and should have ready access to the documents. Where no such guidance has been given, risks should be controlled by considering the following three steps:

- i. Identify hazards - those aspects which have the potential to cause harm.
- ii. Assess risks - the likelihood of injury coupled with its severity.
- iii. Take precautions - appropriate to the level of risk established.

2. Consultation and Advice

Employees with observations or queries should normally raise them with the Head or the designated senior member of staff. However, the Governors welcome the support of trades unions in health and safety matters and staff should feel free to contact the appropriate trade union appointed safety representative. Requests for external help should be raised initially with the Head.

3. Accident Reporting

Reports of injuries should be recorded promptly, in accordance with detailed advice given in the LA Health and Safety Manual "Reporting of Injuries, Diseases and Dangerous Occurrences Regulations."

4. Training, Instruction and Competence

The successful implementation of this policy depends upon the knowledge and skill of all staff. It is a fundamental responsibility of all staff to ensure that employees, pupils and helpers under their direction are competent for the tasks they are called on to perform.