HEALTH AND SAFETY POLICY

This document is a statement of the aims, principles and strategies for ensuring Health and Safety at Little Flower English School.

Our aims for Health and Safety are to:-

☐ Provide a safe and healthy environment for children, teaching and nonteaching staff and all other people who come onto the premises of our school.

☐ Ensure that all members of the school community understand their own responsibilities in maintaining a healthy and safe environment.

Principles

The establishment of a health and safe environment is an essential prerequisite for the work of the school. It is also a statutory requirement. It depends upon sound management, vigilant supervision and the co-operation of all personnel (children and adults).

Responsibilities

All members of the school community (teaching and non-teaching staff, parents, pupils and governors) work towards the school's aims by:-

☐ Being fully aware of their own responsibilities for maintaining a safe and healthy environment.

☐ Being familiar with all instructions and guidance of safety within the school.

☐ Using common sense at all times to take responsible care for their own safety and that of others.

☐ Reporting any unidentified hazards to the Principal without delay.

The Management Team (Governors, Principal and Safety officer) work towards the school's aims by:-

☐ Ensuring that safe work practices and procedures are applied within the school.

☐ Making termly inspections to ensure that a safe and healthy environment is maintained.

☐ Establishing a system for the reporting, recording and investigation of accidents and ensuring that this is applied rigorously.

☐ Ensuring that all members of the school community are aware of their own responsibilities.

☐ Taking responsibility for devising and implementing a school Health and Safety policy.

☐ Monitoring and reviewing this policy and ensuring that necessary revisions are undertaken.

☐ Ensuring that all staff are familiar with the Health and Safety policy of the school .

☐ Taking active steps to ensure that equipment, buildings and grounds are safe, secure and well maintained and that any damage is quickly rectified.

☐ Ensuring that there are arrangements for the speedy evacuation of the buildings in case of fire or other emergency and that fire fighting equipment is available and maintained.

Teachers work towards the school's aims by:-

☐ Promoting a spirit of safety consciousness amongst children, ensuring that they understand the need for codes of practice and are conscious of their responsibilities in taking reasonable care for their own safety and that of others.

☐ Being good role models – vigilant and careful.

☐ Taking quick, firm action to ensure that children are not allowed to jeopardize their own safety or that of others.

☐ Providing opportunities for children to discuss appropriate health and safety issues.

☐ To make sure risk assessment are carried out before any out door visits.

Pupils work towards the school's aims by:-

☐ Developing a growing understanding of health and safety issues.

☐ Contributing to the development of codes of practice.

☐ Conducting themselves in an orderly manner in line with these codes.

☐ Taking growing responsibility for maintaining a safe and healthy environment and for their own safe conduct within it.

Parents work towards the school's aim by:

☐ Ensuring that children attend school in good health.

☐ Providing prompt notes/phone calls to explain all absences.

☐ Providing support for the discipline within the school and for the teacher's role.

☐ Ensuring early contact with school to discuss matters concerning the health and safety of their children or of others.

☐ Allowing children to take increasing personal and social responsibility as they progress throughout the school.

☐ Accepting responsibility for the conduct of their children at all times.

☐ Ensuring that the school has up-to-date contact addresses and telephone numbers so that parents may be swiftly contacted in emergencies.