



# **St. Nicholas Catholic High School**

## **Health and Safety Policy 2020**

**Version Control**

<b>Current version</b>	<b>Previous version</b>	<b>Summary of changes made</b>
1	2018	None
2020	2018	Updated names of Health & Safety Co-ordinator and Governor.

<b>Policy Impact Statement</b>	
<b>Policy:</b>	
<b>This Policy has been implemented:</b>	
Fully	
Partially	
Occasionally	
Not at all (give reasons why)	
<b>What revisions need to be made:</b>	
To the Policy?	See Version Control Above
To its implementation?	

## **POLICY STATEMENT**

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St Nicholas Catholic High School recognises its duty of care for the health, safety and wellbeing of its employees, students, contractors and visitors and will take all reasonable steps to ensure that this is achieved.

The provisions of this Policy are intended to ensure that Health and Safety issues form an integral part of the school's management systems and will include a review at regular intervals.

The purpose of the Policy is:

- To provide support for those contributing to Health and Safety matters.
- To set out duties and responsibilities.
- To recognise the partnership with the LA in managing Health and Safety.
- To emphasise the importance of managing hazards by Risk Assessment and Action Plans.

The Governing Body expects everyone within the school community to exercise a duty of care in all activities.

All employees have a duty of care to both themselves and any other persons who might be affected by their acts and omissions.

All curriculum activities will be carried out with regard to professional codes of practice and will comply with Health and Safety procedures. Any new activity or equipment will be risk assessed prior to adoption.

## **ORGANISATION AND POLICY IMPLEMENTATION**

The Headteacher has overall responsibility for the implementation of this Policy and has designated the School Business Manager to be the Health and Safety Co-ordinator and Mrs Anne O'Keefe to be the nominated Governor for Health and Safety.

All Subject Leaders will accept personal responsibility for the implementation of Health and Safety within their own area.

The Governing Body will accept corporate responsibility for Health and Safety in school.

The School will comply with LA, HSE and professional requirements with regards to Health and Safety.

In order to implement the School Health and Safety Policy a comprehensive system of Risk Assessment will be applied to all school activities.

## **CONSULTATION**

Employees with concerns over Health & Safety have access to their Subject Leaders, the Headteacher and the School Health & Safety Co-ordinator.

The Governors support any Trade Union input towards Health and Safety.

## **INSPECTION AND MONITORING**

The Headteacher and Subject Leaders will make arrangements for the regular review of risk assessments and procedures.

The Health and Safety Co-ordinator will arrange for an annual review meeting with the LA Health & Safety Department.

The Headteacher will arrange Health and Safety Committee meetings at regular intervals throughout the school year.

## **ACCIDENT / INCIDENT / SICKNESS**

The school will comply with LA guidelines regarding Accident, Incident and Sickness Management and Reporting.

## **TRAINING**

Health and Safety training will be provided as and when necessary.

Training records for Teaching Staff will be held by the Deputy Headteacher and training records for Support Staff will be held by the School Business Manager.

Reviewed by: Finance, Resource and Personnel Committee	Date: 26 <sup>th</sup> November 2020
Ratified by Governing Body	Date: 12 <sup>th</sup> December 2020
Review of Policy Due By	Date: October 2021