

Health, Safety and Wellbeing Policy

The policy statement, strategic organisation, summary of arrangements and commitment to the health, safety and wellbeing at Beacon Rise Primary School,

Term 1 2021 - 2022

Date	People involved	Notes
Spring 2021	T. Leaman; C. Thomas;	Draft 1
Term 6	Governors Review	Circulate to staff for review
Term 1 2021-22	Edits received – Governors Ratify	Approved by FGB Oct 2021
Term 3 2021-22	Minor edits – FGB	FGB T3 2021-22
Term 3 2022-23	FGB	Final edits made Jan 2022

Document 1: Health and Safety Policy Statement

Document 1 introduces the general statement of commitment to ensuring health, safety and well-being of employees and other people. This is to meet the statutory requirements of the *Health and Safety at Work etc Act 1974*. Where appropriate the links with safeguarding and other related topics are mentioned. It shows the principal organisation in a chart and briefly describes the arrangements for achieving the objectives set out in the policy statement.

Document 2 goes into more detail about the organisation and arrangements. The two documents together provide the main health, safety and well-being policy.

On specific important topics additional arrangements and sub-policies will follow leading to risk assessments, training and other aspects of good management.

Contents of document 1:

Subject	See page:
Statement of general policy by the governors.	2
Organisation for health, safety and well-being as well as safeguarding shown in a chart.	6
Table of roles at the setting relevant to the main arrangements for HSW, safeguarding tasks plus food safety and other topics.	7
Safety Reps/Staff H&S reps	7
Safeguarding & Health and Safety at Work Committee	8-9
Auditing health, safety and wellbeing	9
References	10

Statement of Health, Safety and Wellbeing Policy for Beacon Rise Primary

School 2020 - 21

This statement of “Health, Safety and Wellbeing Policy” is produced in respect of Beacon Rise Primary School. It forms the basis of future planning and implementation of health, safety and wellbeing (HS&W) matters.

1.0 The Beacon Rise Primary School Statement of General Policy

- 1.1 South Gloucestershire Local Authority is the employer of all staff within Beacon Rise Primary School. The school recognises that South Gloucestershire County Council has a corporate policy and that this policy flows from a relationship with that. There is a Governing Body and Head teacher with delegated powers. The Governing Body will:
- 1.1.1 Accept responsibility for setting out the overall establishment’s HS&W Policy and undertake to take all reasonable steps within its power to prevent or reduce the possibility of:
- Harm, injury and ill-health to children, employees, parents, contractors, visitors to the school and members of the general public;
 - Damage to property, plant, machinery, equipment, tools and other materials;
 - Harm to the environment
- 1.2 Ensure, so far as is reasonably practicable, that the establishment’s budget reflects the finance necessary to implement Health, Safety & Wellbeing requirements.
- 1.3 Accept responsibility under the Health and Safety at Work etc. Act 1974, so far as is reasonably practicable to:
- 1.3.1 Provide plant, equipment and systems of work which are safe and without risks to health;
- 1.3.2 Make arrangements for ensuring the handling, storage and transportation of articles and substances are safe and without risk to health;
- 1.3.3 Provide suitable and sufficient information, instruction, training and supervision to enable all employees, children, parents and carers at the establishment to perform their work, learning and play safely and efficiently;
- 1.3.4 Promote the development and maintenance of sound HS&W practices ensuring that any actions taken are inclusive and non-discriminatory;
- 1.3.5 Maintain the premises in a condition that is safe and without risks to health and ensure the maintenance of safe access to and exit from the premises;
- 1.3.6 Provide and maintain a working environment that is safe and without risks to health and adequate as regards welfare facilities for employees, children, parents and carers.
- 1.3.7 Provide as necessary personal protective equipment (“PPE”) to all employees, volunteers, parents, children and visitors in the setting, for the safe use of plant, machinery, equipment,

tools, materials and substances for work or within the curriculum.

- 1.3.8 Maintain a close interest in all health and safety matters insofar as they affect all activities under the control of the establishment. In particular, they will work closely with other agencies sharing the premises to cooperate on work-related health and safety matters. They will also check that parents and carers and community groups are also health and safety aware.
- 1.3.9 Keep themselves up to date on relevant health, safety and wellbeing matters through governors' professional development, advice from South Gloucestershire Council and the setting's competent person (Delegated Services), the Principal and the Safeguarding Committee
- 1.4 Recognise the requirement to engage and consult staff on Health, safety and Wellbeing matters which will be achieved by discussion through the setting's Safeguarding Committee, or other effective means.
- 1.5 Agree that one of their members to be designated the "Health and Safety Governor," who will attend meetings of the Safeguarding Committee and speak on Health, Safety and Well-being matters at subsequent governing body meetings.
- 1.6 Delegate authority for the development and implementation of this policy to the Principal who will:
 - Ensure that arrangements will be made to bring this policy to the notice of all employees (including new, temporary and part-time employees) at Beacon Rise Primary School.
 - The Principal will also bring it to the attention of parents/carers, agency and other contract staff, contractors, volunteer helpers and the children so that they fulfil their duties to co-operate with this policy.
 - The Principal will liaise with other agencies and groups using the site to ensure consistent health and safety outcomes.
- 1.7 Recognise their responsibility for monitoring HS&W performance, including auditing and will require the Principal to present an annual report on Health and Safety, Wellbeing and related matters. This will include evidence of safety inspections carried out by representatives of the setting at least three times a year.
- 1.8 Seek to continually improve HS&W Policies, Procedures, Codes of Practice and Guidelines. Cross-cutting matters such as safeguarding and inclusion will be linked in so there are no policy gaps.
- 1.9 Review this policy on a regular basis to confirm that the arrangements are still appropriate. The review will take place whenever there are significant changes in the arrangements and not later than 24 months from the previous review date. This policy will be re-edited and re-issued within three months of the review date where this is deemed necessary.

Signed by the Chair of Governors
Name: S. Fudge

Signed by the Principal
Name: C. Thomas

Date of issue of this statement: **Oct 2021 (updated Jan 2022)** Review date: Term 1 2022
Display points: Staff room noticeboard, All Staff Shared Drive, induction packs, Safeguarding INSET.

Doc 1 of 2 docs	Version 1.2	Term 6 2021	Page 4 of 5
-----------------	-------------	-------------	-------------

