

OLD BUCKENHAM HIGH SCHOOL **HEALTH AND SAFETY POLICY STATEMENT**

Statement of Intent

This is a statement of organisation and arrangements for Old Buckenham High School. It supplements Norfolk County Council's and Norfolk Education Department's LEA Health and Safety Statements for the benefit of all users of the premises. Copies of these documents and other related information will be found in the main school office.

The statement deals with those aspects over which the Governing Body has control and covers safety associated with the building structure, plant, fixed equipment and services for which other officers of the LEA also have responsibility. It describes how the responsibilities are discharged in respect of employees, pupils, visitors and other users of the premises and taking part in organised school activities.

General Policy Statement

The Governors and Headteacher of this school are committed to health and safety in every aspect of the school and its activities. Health and safety ranks highly as a management responsibility.

The aim of this school is to ensure that all reasonably practical steps are taken to secure the health, safety and welfare of all persons using the school premises or taking part in school activities, and in particular:

- a) to establish and maintain a safe and healthy environment throughout the school;
- b) to establish and maintain safe working procedures among the staff and pupils;
- c) to make arrangements for ensuring safety and avoiding risks to health in connection with the use, handling, storage and transport of articles and substances;
- d) to ensure the provision of sufficient information, instruction and supervision to enable everyone to avoid hazards and contribute positively to their own health and safety and safety at work, and to ensure that they have access to health and safety training as and when provided;
- e) to maintain a safe and healthy place of work with safe access and egress;
- f) to formulate procedures for use in case of fire and other emergencies including plans for the safe and effective evacuation of the school premises;
- g) to lay down procedures in case of accident;
- h) to provide and maintain adequate welfare facilities;
- i) to provide safety procedures for those areas of the curriculum where there are particular hazards.

Appendices

A series of documents added to this general statement will cover specific topics including:

- a) responsibilities in matters concerned with Health and Safety;
- b) arrangements for Health and Safety in the school.

Conclusion

It is the responsibility of everyone to make the arrangements work. This will ensure, as far as is reasonably practicable, that working conditions are safe and that the working life of everyone is accident free. Suggestions to improve standards of Health and Safety are welcomed by the Headteacher.

Review

A review of the organisation and arrangements will take place each year in time for the start of the new academic year.

Confirmed by the Chairman of the Governing Body of Old Buckenham High School.

Date:

Signed: