



**JFS School**  
The Mall Kenton Harrow Middlesex HA3 9TE

## **HEALTH AND SAFETY POLICY**

### **1 GENERAL**

- 1.1 The aim of the Governing Body is to provide a safe and healthy working and learning environment for staff, students and visitors. This aim has been addressed by the Governors' Finance & Premises Committee the members of which endorse this detailed Policy.
- 1.2 The Governing Body notes the provisions of the Health & Safety at Work Act 1974 (s.3(1)), which states that it is the duty of every employer to conduct his or her business in such a way as to ensure, so far as it is reasonably practicable, that persons who are in his or her employment, as well as non-employees (ie students and visitors) are not exposed to risks to their health and safety, and accepts that it has a responsibility to take all reasonably practicable steps to secure the health and safety of everyone using the school premises. It believes that the prevention of accidents, injury or loss is essential to the efficient operation of the School and is part of the good education of its students.
- 1.3 In respect of health and safety of students, this policy should be read in conjunction with the School's Medical Policy for supporting students with medical conditions.
- 1.4 The arrangements outlined in this statement and the various other safety provisions made by the Governing Body cannot prevent accidents or ensure safe and healthy working conditions. The Governing Body believes that only the adoption of safe methods of work and good practice by every individual can ensure everyone's health and safety. The Governing Body will take all reasonable steps to identify and reduce hazards to a minimum but all employees, students and visitors must appreciate that their own safety, and that of others, also depends on their individual conduct and vigilance while on the school premises or while taking part in school-sponsored activities.

### **2 THE RESPONSIBILITIES OF THE GOVERNING BODY**

- 2.1 The Governing Body, in the discharge of its duty and in consultation with the Headteacher, will:
  - 2.1.1 ensure that Competent Health and Safety advice is obtained to support the school management in order for it to make itself familiar with the requirements of the Health & Safety at Work Act 1974 and any other health and safety legislation and codes of practices which are relevant to the work of the school, in particular the Management of Health and Safety Work Regulations 1992 (SI 1992 No. 2051).

- 2.1.2 ensure that there is an effective and enforceable policy for the provision of health and safety throughout the School.
- 2.1.3 periodically assess the effectiveness of this policy and ensure that any necessary changes are made.
- 2.1.4 identify and evaluate all risks relating to:
  - (i) accidents;
  - (ii) health;
  - (iii) school-sponsored activities (including work experience).
- 2.1.5 identify and evaluate risk control measures in order to select the most appropriate means of minimising risk to staff, students and others.
- 2.1.6 create and monitor the management structure.
- 2.2 In particular the Governing Body undertake to provide:
  - 2.2.1 a safe place for staff and students to work, including safe means of entry and exit.
  - 2.2.2 plant, equipment and systems of work which are safe.
  - 2.2.3 safe arrangements for the handling, storage and transport of articles and substances.
  - 2.2.4 safe and healthy working conditions which take account of all appropriate:
    - (i) statutory requirements;
    - (ii) codes of practice whether statutory or advisory;
    - (iii) guidance whether statutory or advisory.
  - 2.2.5 supervision, training and instruction so that all staff and students can perform their school-related activities in a healthy and safe manner. All staff will be offered the opportunity to receive health & safety training which is appropriate to their responsibilities and which will be given before an employee commences any relevant work. Whether training is required by statute or considered necessary for the safety of staff, students and others, the Governing Body will ensure, within the financial resources available, that such training is provided. Students will receive such training as is considered appropriate to the school-related activities which they are carrying out. All training will be regularly updated.
  - 2.2.6 necessary safety and protective equipment and clothing together with any necessary guidance, instruction and supervision.
  - 2.2.7 adequate welfare facilities.
- 2.3 So far as is reasonably practicable, the Governing Body, through the Headteacher, will make arrangements for all staff, including temporary and voluntary staff and helpers and those on fixed-term contracts to receive comprehensive information on:
  - 2.3.1 this policy.
  - 2.3.2 all other relevant health and safety matters.
  - 2.3.3 the instruction and training that will be given to all employees so that they may carry out their responsibilities in a safe manner without placing themselves, or others, at risk.