

Occupational Health & Safety Topic/Activity	Applicable (✓)	Details of where information about the school's arrangements can be found
Information and Guidance is available on the website, link below: <u>Health, Safety & Wellbeing intranet site</u>		
Accident Reporting, Recording and Investigation	✓	Staff Handbook
Bodily Fluids (urine; blood; faeces; vomit)	✓	Staff Room, Caretaking Stores
Catering	✓	Kitchen
Cleaning/caretaking	✓	School Office
Control of contractors	✓	School Office
Disability access – H&S implications	✓	School Office
Display Screen Equipment and eye tests	✓	School Office
Electrical Safety	✓	School Office
Emergency Procedures other than Fire e.g. flood, services failure	✓	School Office
Extended school and community use	✓	School Office
Falling Objects/Safe storage	✓	School Office
Fire Safety	✓	School Office – Fire Evacuation
First Aid	✓	School Office
Gas safety	✓	School Office
Hot surfaces, scalds and burns	✓	School Office
Induction	✓	School Office
Information communication	✓	School Office. Staff and Governors meetings
Lettings to non school groups	✓	School Office
Management and other Health and Safety responsibilities	✓	School Office
Manual Handling	✓	School Office
Mobile phones – use of	✓	School Office
Monitoring	✓	School Office
Needles and needle stick injuries	✓	School Office
Personal safety including lone working and violence and aggression	✓	School Office
Play Equipment installations inspections	✓	School Office
Playgrounds and external areas	✓	School Office
Occupational Health & Safety Topic/Activity (continued)	Applicable (✓)	Details of where information about the

		school's arrangements can be found
Ponds and Water features	√	School Office
Premises Management	√	School Office
Pupil moving and handling (Special needs)	√	School Office
Pregnant employees and nursing mothers	√	School Office
Reporting of H&S concerns/faults	√	School Office. Staff meetings.
Risk Assessment and hazard identification	√	School Office
Safety Committee	√	Governors
Security of premises	√	School Office
Slips and trips	√	Risk assessments
Stress	√	LCC Model Stress Policy EYFS staff supervision Currently rolling out supervision to whole staff
Substances – COSHH	√	School Office, Caretaking Stores
Temporary and supply staff	√	School Office
Training	√	School Office
Vehicle and pedestrian traffic	√	School Office
Visitor and volunteers safety	√	School Office
Waste storage and disposal	√	School Office
Water hygiene (Legionella, lead etc.)	√	School Office
Work equipment and machinery	√	School Office
Working at height – ladders, access equipment etc.	√	School Office
Workplace Inspection	√	School Office

Curriculum and other non-occupational Health & Safety Topic/Activity (Information and Guidance available in various parts of the <u>Schools Portal</u>)	Applicable (√)	Details of where information about the school's arrangements can be found
Administration of medication	√	School Office
Educational Visits	√	School Office
Food safety and hygiene	√	School Office
Outdoor activities	√	School Office
PE Equipment	√	School Office
Pupil handling and restraint	√	School Office
Grounds maintenance	√	School Office
Pupil movement and flow	√	School Office
Science (where not covered by curriculum safety procedures set down in CLEAPS)		Curriculum Risk Assessments, School Office
Smoking	√	School Office
Supervision of pupils	√	School Office
Wearing of jewellery	√	School Office
Work experience	√	School Office

The school will also take into account the risks, and make health and safety arrangements for, non-routine, out of hours, 'one-off', seasonal or sporadic activities for example special school and community events such as school fetes, etc.

Also attention will be given to the health and safety responsibilities arising from the use of the school to provide Extended Services and the risks associated with Educational visits will be carefully assessed and appropriate health & safety arrangements put in place.

Note: Both these areas have separate intranet sites on the Schools Portal at Extended Services and Educational visits.