1. PART 1 - STATEMENT OF HEALTH AND SAFETY POLICY

ROOSE SCHOOL

This statement of policy on health and safety at work is made in accordance with section 2(3) of the Health and Safety at Work Etc. Act 1974.

This Statement of Health and Safety Policy is designed to complement Cumbria County Council's Health and Safety Policy Statement and Corporate Procedures and should be read in conjunction with them.

We recognise and accept that the school has a legal and moral duty to provide for the health, safety and wellbeing of all its employees and any other person who may be affected by its activities. We view our health and safety responsibilities as being equally important and complementary to everything else we do and recognise the importance of health and safety objectives in relation to other business and organisational objectives. Health and safety performance is recognised as contributing to school performance generally by helping reduce injury, ill health, unforeseen losses and liabilities and protecting the environment. We are committed to continuous improvement in health and safety performance and will ensure sufficient physical and financial resources are made available to achieve this.

The School identifies health and safety as a primary objective of its activities. To this end, it will endeavour, so far as is reasonably practicable, to conduct its activities without risk to health and safety of its employees and to those who may be affected by its activities. The school will take appropriate steps to:

- safeguard its employees, young persons, pupils, visitors and contractors from injury or ill-health;
- provide and maintain safe and healthy working conditions including a means of access to and egress from places of work under the School's control, which are safe and without risk;
- provide adequate welfare facilities;
- provide sufficient information, instruction, training and supervision to enable employees to avoid hazards and contribute positively to their own safety and health at work and to that of others affected by their acts or omissions and to ensure excellent levels of health and safety are achieved and maintained. Legal compliance in all areas is deemed to be the minimum standard to be attained;
- prevent or contain all forms of loss due to accident, fire or inadequate security.

Suitable risk assessments will be used as a tool throughout the school to ensure that health and safety arrangements are adequate.

Everybody is expected to play a part in health and safety and we recognise that for health and safety management to be successful all parties must be actively involved. People are a key resource and the school recognises the contribution that employees can make to policy implementation. This includes not only employees but also volunteers, contractors, partner organisations and pupils.

To help ensure active involvement of all parties effective communication and consultation arrangements will be established and maintained through Trade Unions where appropriate and through other arrangements such as staff and Governor meetings.

A diagram showing how health and safety is structured in the school is provided within Section 2 (Organisation) of the Health and Safety Policy document.

The Local Authority as employer, has overall responsibility for the school's health and safety performance. The Corporate Health and Safety Team provides professional advice to the school in respect of health, safety and wellbeing matters.

The Governing Body promotes and monitors the execution and effectiveness of this Policy, within the resources made available to them. This is further delegated to the Governors Sub-Committee –

Premises Committee. The designated Governor for Health and Safety and Welfare is Mr Peter Edwards.

The day-to-day responsibility for all school health, safety and welfare organisation and activity rests with the Head teacher - Mrs W Jacobs.

The School is represented by a trained Health and Safety Coordinator nominated by the Head teacher and empowered to act on their behalf - Mrs A Bell.

Our Health and Safety Policy Statement and Organisation

We recognise and accept our legal and moral duties to provide for the health, safety and wellbeing of our employees, pupils and any other person who may be affected by our activities both at school and during off-site visits.

As the employer in Community and Controlled schools, Cumbria County Council retains overall responsibility for ensuring that suitable health and safety management systems are in place. The responsibility for establishing suitable systems within school has been delegated at a strategic level to our Governing Body.

The Council appoints its Corporate Health and Safety Team as the 'Competent person' to provide support, advice and guidance to the school on health, safety and welfare issues for both health and safety in school and for educational visits approval and notification. The school will access their expertise and guidance as required in the first instance.

Our health and safety performance contributes to the school's overall performance by helping to reduce injury, ill health, losses and liability, and we view our health and safety responsibilities as equally important to everything else we do. We are committed to continuous improvement in our health and safety performance and will ensure that sufficient resources are made available to achieve this.

We will ensure, so far as is reasonably practicable, that we provide safe premises and working environments, safe equipment and substances, safe activities and systems of work. We will provide suitable information, instruction, training and supervision to ensure we achieve and maintain excellent levels of health and safety. Legal compliance in all areas is deemed to be the minimum standard to be attained. We will establish suitable arrangements to deal with emergencies and school security.

Suitable and sufficient risk assessments will be used as a tool throughout our activities to ensure that our health and safety arrangements are adequate.

Everybody is expected to play their part and we recognise that, for health and safety management to be successful, all parties must be actively involved.

People are our key resource, not only our employees, but also the Governing Body, parents/carers, pupils, volunteers, contractors and any partner organisations we work with. To help ensure the active involvement of all parties, effective communication and consultation arrangements will be established through regular governor and staff meetings, communication with school unions and through other arrangements including induction, health and safety noticeboards, and contractor control procedures. We will employ other methods to communicate our policy and arrangements as we deem appropriate.

The Governing Body appoints the Head teacher to maintain high standards of health and safety and ensure the 'day-to-day' implementation of the school health and safety policy, and to develop supporting arrangements consistent with the corporate health and safety procedures and safety guidance notes of the Local Authority. The Head teacher will ensure that the Governing Body and Local Authority are kept informed of accidents and any other relevant health and safety issues, and that competent health and safety advice is sought where required. The Head teacher will appoint others to specific roles and will delegate tasks which help to support the school's health and safety arrangements. Our specific arrangements are outlined in a supporting document to this policy statement (available on request). These will include details of specific persons undertaking health and safety roles, e.g. Health and Safety Co-ordinator or nominated First Aiders.

The school will prepare an annual health and safety management plan for monitoring improvement, which will be used as a working document, kept under regular review, and will prepare further written documentation to support this policy which will describe the specific arrangements made for health and safety. These specific arrangements can be made available on request.

The Governing Body will establish suitable forums and procedures for discussing and sharing relevant health and safety information with staff and others, and for implementing the Local Authority's corporate health and safety procedures applicable to the school.

Staff throughout the school have responsibility not only for their own health and safety but also for that of any pupils or others under their control. All employees are expected to cooperate and to contribute towards meeting excellent health and safety performance in all school activities.

Whilst adopting excellent health and safety standards is viewed positively and contributes to the overall performance of the school, failure to adopt adequate procedures will be taken very seriously. Where required appropriate disciplinary procedures will be implemented.

In order to ensure we are achieving adequate health and

safety standards, arrangements will be put into place to monitor and review our own performance. These will include regular audits conducted by the Local Authority's Health and Safety Team, periodic monitoring of our health and safety arrangements by the Governing Body and nominated staff, regular inspection of our equipment and premises, and the monitoring of accident and work-related ill health data.

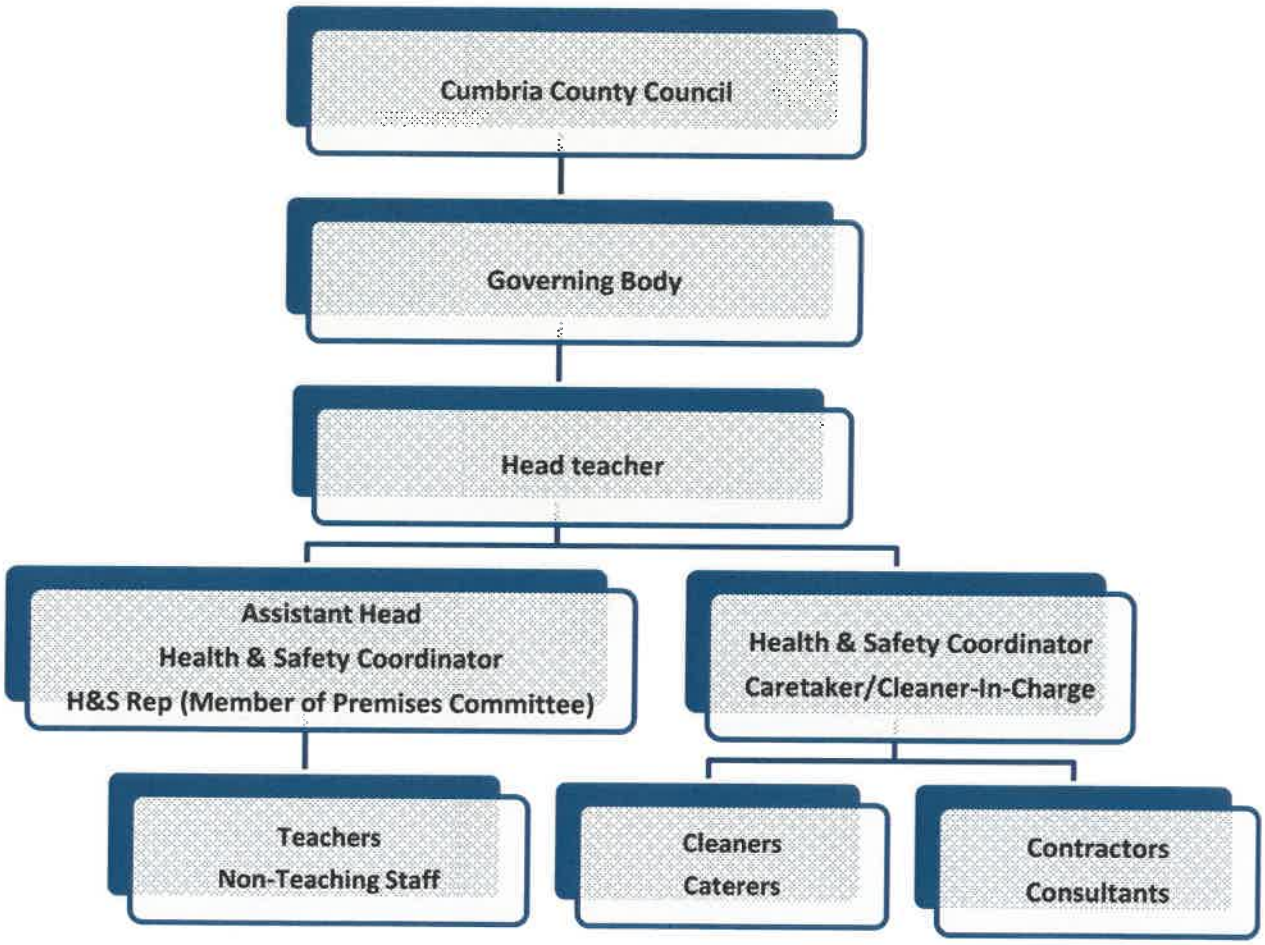
Levels of work-related accidents and ill health are deemed to be an indicator of management control and not necessarily the fault of individuals.

Wherever possible we will benchmark our performance against available data. Health and safety performance will be provided in an Annual Health and Safety Report, prepared by the Head teacher, to the Governing Body with interim updates provided where deemed appropriate.

This statement supports Cumbria County Council's overall Health and Safety Policy and represents a summary of the school's organisation and arrangements. This statement and the school's documented arrangements will be made freely available to all staff and other interested parties on request.

This policy statement and relevant arrangements will be reviewed at least biennially to ensure it remains effective and up to date.

Structure for Health and Safety Management



Chair of Governors:	Lynn Furzeland-Ridgway		
Signature:	L Furzeland-Ridgway	**Date:**	31st January 2017
Head teacher:	Wendy Jacobs		
Signature:	W. R Jacobs	**Date:**	31st January 2017
Date for review:	January 2019		