



Alexandra Infants' School

**HEALTH AND SAFETY POLICY**

**HEALTH AND SAFETY POLICY STATEMENT**

This policy statement supplements and operates in conjunction with the general statements of policy issued by the City of Stoke-on-Trent Council and Department of Children & Young People's Services.

Alexandra Infants' School's Governing Body and Senior Management Team recognise and accept their responsibilities both under civil and criminal law and also under Stoke-on-Trent's scheme of delegation for local management of schools. As responsible employers and/or persons in control of premises, the requirement to provide a safe and healthy working environment for all employees is acknowledged.

The school is committed to ensuring that risk assessments are undertaken, control measures implemented and systems are constantly monitored and reviewed.

In compliance with the Health and Safety at Work Act 1974, the Governing Body will ensure so far as is reasonably practicable that:

- The premises are maintained in a safe condition.
- Safe access to and exit from the premises is maintained.
- All plant and equipment is safe to use.
- Appropriate safe systems of work exist and are maintained.
- Sufficient information, instruction, training and supervision is available and provided.
- Arrangements exist for the safe use, handling and storage of articles and substances at work.
- A healthy working environment is maintained including adequate welfare facilities.

In addition to the above commitment, the Governing Body also recognises its obligations to non-employees. Where it is reasonably foreseeable that trainees, members of the public, contractors, etc., are or may be affected by the school activities being carried on within the school boundary or otherwise, the Governing Body will make the necessary information, instruction, training and supervision available to ensure the safety of those affected.

Within the financial constraints dictated by the City of Stoke-on-Trent Council, the Governing Body will ensure through the Senior Management Team that adequate resources are set aside from the total budget allocation of the policy statement to be properly implemented.

Alexandra Infants' School Governing Body is committed to this policy and all staff are required to comply as a condition of employment. They are encouraged to assist in the Governing Body's commitment to the continuous improvement of our health and safety performance. For the policy to be effectively implemented the school must have the full co-operation of employees and others who use the premises. Employees are reminded of their own duties:

- To take care of their own safety and that of others.
- To co-operate with the Governing Body and Senior Management Team so that they may carry out their own responsibilities successfully.

All relevant Regulations, Codes of Practice and Standards will be complied with as necessary.

Consultation with employee representatives will be held as and when appropriate on all matters affecting the health and/or safety of employees concerned.

A copy of this statement has been provided to every member of staff. Copies are also posted on staff notice boards. This policy statement and the accompanying organisation and arrangements will be revised as and when necessary.

This policy statement together with the organisational structure and the following arrangements and procedures has been approved by the Governing Body of Alexandra Infants' School.

Signed: .....  
CHAIR OF GOVERNORS HEAD TEACHER

Date: .....