

Health & Safety Policy

At KSA Primary, we recognise that we have a responsibility to those within our care; be that pupils, staff, families, contractors or our wider neighbourhood and community. The Board of Trustees and Senior Leadership Team understand what is required of them under the Health & Safety at Work Act 1974 and other associated applicable legislation. This legislation also puts the onus on every individual to take reasonable care for their own health and safety as well as that of others.

We work together to:

- Complete and retain **risk assessments**
- Manage good standards of **housekeeping**
- Keep the correct documentation and **records**
- Abide by all applicable **laws** and regulations
- Work with local authorities and **emergency services** appropriately
- Monitor and act on incidents, **accidents** and near misses
- **Educate** ourselves and others
- Make available the correct **resources** to comply with our duties
- Promote health and **wellbeing** including work/life balance and mental health
- Provide the correct **training** whenever required
- Implement and test **emergency procedures**

All staff at KSA Primary are aware of this policy and its requirements. It is reviewed by the Senior Leadership Team annually to ensure its continuing appropriateness.

This Policy also applies to those working with us on site and externally in whatever capacity, i.e. volunteers, sport coaches, maintenance engineers, health visitors etc.

The Health & Safety Policy works alongside our Environmental Policy as well as our Ethos and Values Statements. A longer version of this Policy is shared with staff at New Starter Inductions and whenever significant changes are made.

Board of Trustees, KSA Primary

April 2019