

## **Health and Safety Policy Statement**

The Trustees, as the principal employers under the Health and Safety at Work Act 1974, recognise and accept their overall responsibility for health and safety at Heritage. This Health and Safety Policy Statement reflects our commitment to the health and safety of all our pupils, employees, contractors, visitors and others who could be affected by our activities.

To enable these duties to be carried out, the Trustees, and specifically the designated Health and Safety Trustee (Mr Tom Amies), will ensure that responsibilities for health and safety matters are clearly assigned, accepted and fulfilled both by designated staff, and by all employees at all levels within Heritage.

We have appointed the Headmaster to have primary responsibility for ensuring health and safety at Heritage. Without detracting from the primary responsibility of the Headmaster for ensuring safety; health and safety matters will be administered by the Compliance Officer who works on behalf of the Trustees by providing and interpreting policy and in assisting Heads of Department and other Senior Managers with the implementation of policy. In addition, the Trustees will continue to keep under review arrangements for providing competent external technical advice on health and safety matters where this is appropriate.

Details of the organisation and practical arrangements for carrying out the policy can be found in the School Health and Safety Practical Arrangements document.

### **The Trustees will, so far as is reasonably practicable ensure that:**

1. Adequate resources are provided to maintain the school's health and safety arrangements.
2. Risk Assessments are carried out and periodically reviewed.
3. All facilities at the School are safe, with safe access and egress.
4. Safe Working Practices/Safe Systems of Work are provided and maintained.
5. The arrangements for use, handling, and storage of substances that could be hazardous to health (COSHH) are in place.
6. All employees receive information and training to ensure their safety at work.
7. Emergency procedures are in place
8. All machinery and equipment are maintained in a safe condition.
9. Records are kept of all routine health and safety maintenance programmes e.g. water temperature testing, fire alarm testing, playground inspections, etc.
10. Accidents are investigated and any remedial actions required are taken or requested.
11. Regular inspections/audits are carried out to maintain agreed standards.

### **Employees' duties**

Employees are reminded of their duties to take care of their own safety and that of other employees, pupils, visitors and other persons who might be affected by their activities. Employees are also reminded of their duty to co-operate with the Trustees to enable them to carry out their health and safety responsibilities. Further information regarding employees' responsibilities can be found in the School Health and Safety Practical Arrangements document.

### **General**

This policy statement is made publicly available on the school's website. It will be reviewed and added to, or modified, from time to time and as necessary. Details of the organisation and arrangements for carrying out the policy can be found in the School Health and Safety Practical Arrangements document.

<b>Authorised by</b>	
The Trustees	Tom Amies (Chair of the Trustees)
Date	December 2023
The Headmaster	Jason Fletcher
Date	December 2023

Effective date of the policy	December 2023
Review date	December 2024
Circulation	Staff and parents via website