



BLUNDELL'S SCHOOL

HEALTH & SAFETY AT WORK ACT 1974

GENERAL POLICY STATEMENT

(As required under Section 2(3) of the Health & Safety at Work Act 1974)

1. The Governors of Blundell's School recognise and accept their responsibility as an employer for providing, so far as is reasonably possible, safe and healthy work places and working environment for all their staff, authorised visitors, contractors and users of the School facilities.
2. The Governors will take all steps within their power to meet this responsibility paying attention to the provision and maintenance of:
 - a) Plant, equipment and systems;
 - b) Safe arrangements for the use, handling, storage and transport of articles and substances;
 - c) Sufficient information, instruction, training and supervision to enable staff to recognise hazards and contribute positively to their own safety and health at work and to the health and safety of others;
 - d) A safe place to work and safe access to it;
 - e) A healthy environment and adequate welfare facilities.
3. The Head Master and Bursar will be responsible to the Governors for ensuring safe conditions of work for staff, pupils and authorised visitors to their School. This responsibility will be discharged by direct action or by delegation.
4. Heads of Departments, including those in charge of non-teaching staff, will be responsible for the following:
 - a) Ensuring that equipment necessary for the work of the department is maintained in compliance with current regulations and that appropriate notices are displayed adjacent to specific hazards.
 - b) Ensuring appropriate instructions and guidelines relating to any aspect of their contents.
 - c) Ensuring that members of staff attached to the department are conversant with safety precautions and procedures.
 - d) Reporting and investigating accidents within the department.
5. Assistant teachers and members of the non-teaching staff will be required to assist the Head of Department in the discharge of his/her responsibilities relative to safety, health and welfare.

6. Teachers will be responsible for:
- a) Ensuring the safety and healthy environment of the pupils in their care as far as is reasonably practicable.
 - b) Ensuring the proper use by pupils of safety equipment and protective clothing where provided.
 - c) Ensuring that pupils are instructed in safety procedures in operation of processes involving known hazards.
 - d) Initiating aid in the event of an accident.

Without detracting from the primary responsibility of the Heads of both teaching and non-teaching departments for ensuring safe conditions at work, the Governors will continue to keep under review arrangements for providing competent technical advice on safety and health matters where this is necessary to assist departmental heads in their task.

The Governors, recognising the need for the involvement of both teaching and non-teaching staff in achieving a successful safety policy, will co-operate with safety representatives and will provide them with such facilities and training as may be necessary to carry out their tasks.

The Governors remind all staff of their own duties under section 7 of the Health & Safety at Work Act 1974 (see below) to take care for their own safety and that of other staff and to co-operate with the Governors so as to enable them to carry out their own responsibilities successfully.

Section 7: Health & Safety Act 1974

It shall be the duty of every employee, authorised visitor, contractor and user of the School's facilities while on the School Premises:

- a) To take responsibility for the health and safety of him/herself and of other persons who may be affected by his/her omissions; and*
- b) As regards any duty or requirement imposed on his/her employer or any other person or under any of the relevant statutory provisions, to co-operate with him/her so far as is necessary to enable that duty or requirement to be performed or complied with.*

Emergency telephones are available in the Sports Hall, Gym, and Swimming Pool, and a Duty Caretaker is on site at all times.

Revised October 2010

David Chambers
Bursar and Clerk to the Governors