

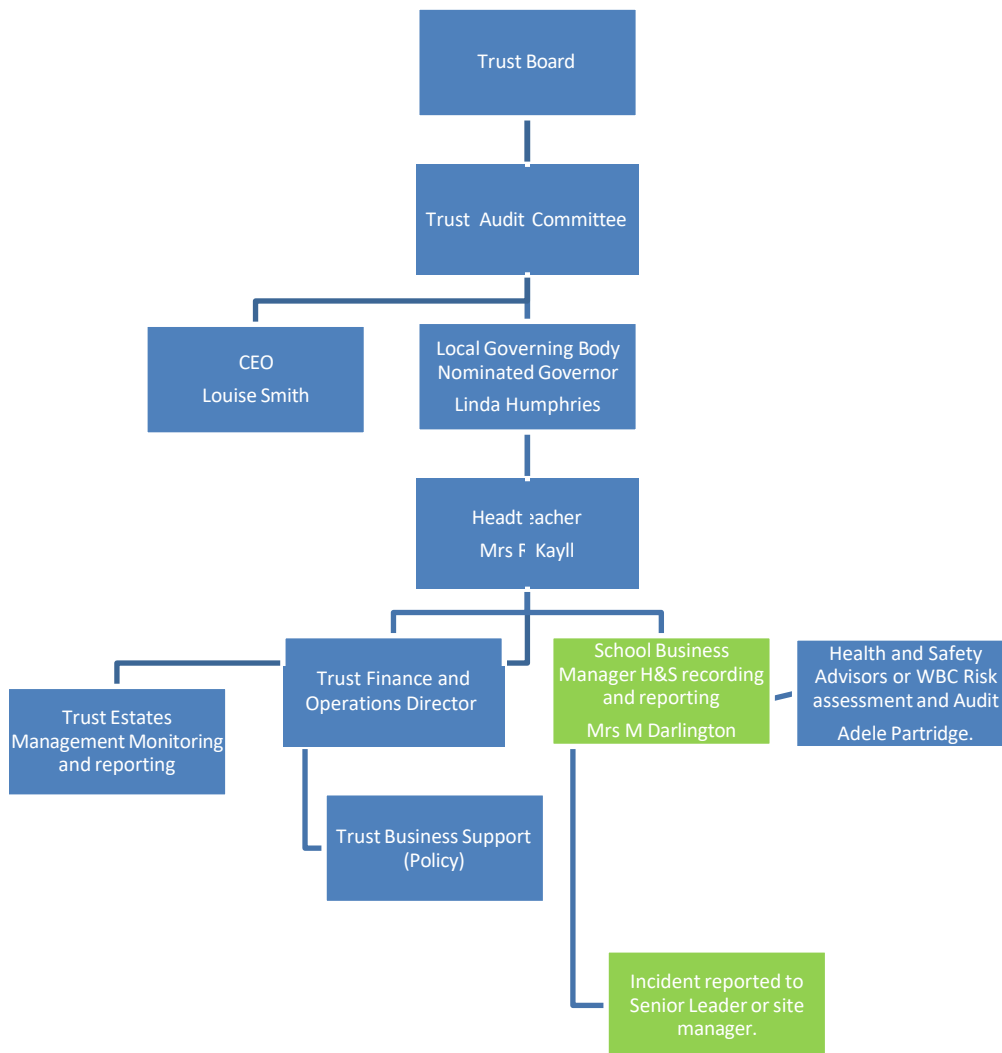


Penketh Primary School
Health and Safety Statement of Intent
2023-2024

Health, Safety and Welfare Policy Organisation WPAT schools

All WPAT schools have a Health and Safety policy. Each policy shows an organisational structure that clearly defines Health and Safety roles, responsibilities and tasks. Each organisational structure, and communication "tree" within it, reflect the staffing structure within each school, however all structures are designed to link up key functions and reporting within the school, how the school reports to the Trust and how we employ any other agency to provide policy guidance, risk analysis, monitoring and management.

Schools to Trust H&S reporting and "two way" communications structure:



Aim

In recognising its duties under the Health and Safety at Work Act 1974, it is the aim of Penketh Primary School to conduct its business efficiently whilst protecting the health, safety and welfare of its staff, clients, pupils, visitors, contractors, members of the public and any others that may be affected by its activities and to provide a safe working environment in every area that the School's business is undertaken.

Method

The School recognises that health and safety contributes positive benefits to the organisation and that commitment to a high level of safety is an essential requirement. It also recognises that health and safety is a business function in which health and safety objectives are as important as any other business objectives. The School will actively pursue progressive improvements in health, safety and welfare performance to ensure the protection of its greatest asset, its staff.

A positive health and safety culture will be encouraged within the organisation where health and safety is understood and is accepted as a high priority and is based on open and honest shared beliefs, best practices, values and attitudes that exist within the organisation. Managers will be required to actively support this and staff will have the opportunity to be involved in the decision making process either on an individual basis or through their representatives. The School is fully committed to the development of a strong and sustainable safety culture.

The School recognises that there are distinct benefits to be gained from providing a safe and healthy working environment: Its aims are to reduce accidents and ill health by raising awareness throughout the organisation of both the collective and individual level roles and responsibilities relating to health and safety and to allocate the appropriate resources to ensure health and safety is adequately addressed within the organisation. The School will conduct its business effectively and efficiently whilst ensuring stringent standards of health, safety and welfare compliance are in place and will strive to maintain and seek continual improvement.

All staff are fully committed to health, safety and welfare and will lead by example in demonstrating active and visible leadership relating to health and safety matters to ensure the effective management of risk.

In order to ensure this General Statement is achieved the following will form the aims and objectives of the School:

- Ensure an adequate structure is in place to manage health and safety which incorporates the requirements of HSG 65 to **Plan** – determine policies and plan for implementation; **Do** – profile risks, organise workforce for health and safety and implement plan; **Check** – Measure performance, monitor before events, investigate after; and **Act** – review performance and act on lessons learnt. Ensure any necessary health and safety expert advice is available to all School employees;
- Ensure robust health and safety management systems are in place to identify, monitor and manage the risks in line with the Schools risk management strategy to mitigate the Schools exposure to unnecessary risk;
- Ensure appropriate systems are developed and maintained to facilitate effective communication of health and safety information, including the publication of health and safety performance information annually;
- Complying with all relevant health and safety legislation, statutes, regulations and codes of practice to ensure legislative compliance;
- Ensure commitment to provide and maintain adequate financial and physical resources for the effective implementation of this policy;

- Ensure employees are recognised as the key asset to the School and are provided with adequate information, instruction and training to ensure their health and safety competence to enable employees to actively contribute to the effectiveness of this policy;
- Ensure employee engagement and involvement is recognised as an important part of managing safely and consultation on health and safety with employees and employee representative's forms part of this policy;
- Ensure health and safety is promoted and recognised throughout the organisation as a collective responsibility and not just a management function. Managers are responsible for ensuring all staff are made aware of their specific responsibilities and personal duty of care to themselves and to others that could be affected by their acts or omissions and to co-operate with managers to achieve the health and safety standards required;
- Ensure that the School recognises that most work related accidents, incidents, injuries and ill health are preventable, the Schools aim is zero harm and will continually aim to reduce injury and illness to any person, or damage to equipment, property or the environment;
- Ensure that all accidents, incidents and near misses are fully reported and investigated, with the appropriate action taken to reduce the likelihood of reoccurrence by identifying any areas for improvement in the health and safety management systems, the School are fully committed to undertake active and reactive monitoring;
- Co-operating fully in the appointment of health and safety representatives appointed by the recognised trade unions and where necessary will provide them with sufficient communication and cooperation with employees on health, safety and welfare matters;

This policy statement and the accompanying organisational arrangements supersede any previously issued. It will contribute to business performance by reducing unnecessary losses and liabilities by protecting the assets of the organisation and will be reviewed on an annual basis: our goal is zero harm.

The overall responsibility for health and safety remains with the Head Teacher.

Head Teacher's Signature Mrs R Kayll.

Chair of Governors Signature Linda Humphries

Ratified by FGB

~~Dec 2021~~

~~Dec 2022~~

~~Dec 2023~~

Dec 2024