

THE PETERBOROUGH SCHOOL – HEALTH & SAFETY POLICY FRAMEWORK

The primary basis for health and safety matters lies in the Health & Safety at Work Act 1974, which is the primary legislation covering occupational health and safety in Great Britain. The Health and Safety Executive (HSE), local authorities (and other enforcing authorities, such as the Fire Authorities) are responsible for enforcing the Act and other Statutory Instruments.

Part 1: General Statement. This is a mandatory requirement for all organisations with five or more employees, including schools and must be displayed prominently for pupils, staff, visitors and parents to see. It is a statement of the school's intention to comply with all aspects of health and safety legislation.

Part 2: School Organisation. This is a summary of how this school's health and safety management is implemented in practice.

Part 3: Whole School Policies

No.	Policy	Content	Responsible	Last Amended
1	First Aid and Accident Reporting	Administering first aid and requirements for the reporting of accidents and injuries under RIDDOR	Bursar	Nov 19
2	Administering Medication	Process and restrictions on administering medication to pupils	Senior Nurse	Jun 17 (under review Jul 18)
3	Asbestos	Policy for managing asbestos within the school	Bursar	Nov 19
4	Competent Advice	Internal and external advice on H&S matters	Bursar	Nov 19
5	Control of Access, Security and CCTV	School-wide security policy, including lone-working	Bursar	Nov 19
6	Construction Work	Policy on the school's role as 'Client' under Construction (Design and Management) Regulations	Bursar	Nov 19
7	Contractor Management	Policy on the appointment of any persons carrying out work as a contractor	Bursar	Nov 19
8	Control of Substances Harmful to Health (COSHH)	Policy on the use, storage and generation of hazardous substances	Bursar	Nov 19
9	Display Screen Equipment	Guidance on the safe use of DSE	Bursar	Nov 19
10	<i>Educational Visits</i>	<i>Policy for assessing, approving and undertaking EYFS and non-EYFS educational visits</i> HELD IN STAFF HANDBOOK – (Section 19)	<i>Deputy Headmaster</i>	
11	Electrical Safety	Policy on maintenance, use and testing of electrical appliances	Bursar	Nov 19

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No.	Policy	Content	Responsible	Last Amended
12	Emergency Situations	Guidance on routine H&S emergencies	Bursar	Nov 19
13	Fire	Policy on fire risk assessments, testing of equipment and the keeping of records	Bursar	Jul 19
14	General Workplace Safety	Including lighting, temperature control, maintenance of workplace activities and welfare activities	Bursar	Nov 19
15	Hot works	Policy on all hot work activities such as welding.	Bursar	Nov 19
16	Infection Control and Flu Pandemic	Notification, control and contingency planning for infection outbreaks	Bursar	Nov 19
17	Manual Handling	Guidance on safe techniques and areas for consideration when undertaking manual handling	Bursar	Nov 19
18	Minibus Use	Guidance on the management and usage of vehicles including driver competence	Bursar	Nov 19
19	New and Expectant Mothers	Requirements for the notification, assessment and monitoring of new and expectant mothers	Bursar	Nov 19
20	Occupational Health and Wellbeing	Guidance on the areas for consideration when assessing the needs of pupils and staff	Bursar	Nov 19
21	Risk Assessment	Policy on the identification of hazards, assessment of risk and implementation of control measures	Bursar	Jul 19
22	Vehicles and on-site movements	Guidance on the control of school premises when dealing with all vehicle/pedestrian movements	Bursar	Nov 19
23	Water Quality	Requirements for the testing and maintenance of water systems, including the use of third parties for specialist activities	Bursar	Nov 19
24	Risky Areas	Policy for access to areas deemed 'risky' on the School site.	Bursar	Nov 19
25	Working at Heights	Requirements for deciding on the management of activities at height, including access arrangements	Bursar	Nov 19
26	Spare			
27	Spare			
28	Spare			
29	Spare			
30	Spare			

