

Safety Policy

Policy Reviewed: November 2021
Next Policy Review Date: November 2022

PURPOSE

This policy describes the Health & Safety requirements for all MWS employees and volunteers

APPLICATIONS

The Health and Safety policy is applicable to all activities carried out at MWS

PREFACE.

This policy has been prepared to give basic guidelines which must be followed to ensure as far as possible the prevention of accidents and injuries. Read it carefully and it will help you and persons in your charge to work safely. It does not define every hazard that you may encounter but it does have an important part to play in the Safety Programme.

It will inform you of our procedures and of the way in which we safely control work practices. The responsibility for Safety, however, rests with every individual. You are responsible for your own safety and also for the safety of your colleagues and persons who could be affected by your actions or omissions.

If you are in doubt on a Health & Safety matter, ask your Line Manager who is the Health & Safety adviser.

You are legally required, under the Health and Safety at Work Act 1974, to work safely, so keep yourself informed and use this policy as an initial step to safe working.

Do not put yourself or others at risk. You should report any situation you consider to be wrong or dangerous.

It is the responsibility of each employee to know the safety precautions which apply to their work area and to follow them. These precautions are outlined in this policy.

BEFORE starting any task, consider:

1 What are the dangers that may cause injury to myself my colleagues or persons in my charge?

2 What are the dangers which could cause damage to buildings, equipment or vehicles?

3. What precautions should I take to avoid these dangers?

We expect you to study this Policy and understand the full meaning of these guidelines as they relate to your work within the school.

YOU are the school's most valuable resource and your safety and that of the pupils is of the utmost concern

INTRODUCTION

MWS is an independent day school for boys and girls between 7 and 11 years of age.

Eskdale Community Trust for Education

It is the duty of all staff and employees of contractors working under our control to familiarise themselves with our safety requirements. In particular, it is most important that employees and persons in their charge fully understand our emergency procedures and communication arrangements

SAFETY POLICY STATEMENT

It is the aim of MWS that all operations and activities are carried out in such a manner as to ensure, so far as is reasonably practical, the health, safety and welfare at work of all employees, pupils, contractors and the general public.

This policy is the direct concern of the Eskdale Community Trust for Education who intend to ensure the following:-

- * The provision and maintenance of plant, equipment and systems of work that are safe and without risks to health.
- * Arrangements for the use, handling, storage and transport of substances, materials and equipment for use at work that are safe and without risks to health.
- * Arrangements that are sufficient regarding welfare facilities.
- * The provision of such information, instruction, training and supervision as is necessary to ensure the health and safety at work of all its employees and pupils.
- * The working environment is kept safe and without risks to health
- * The maintenance of any place under its direct control and including access and egress that is safe and without risks to health.
- * Provision of any personal protective equipment and clothing as may be deemed necessary under any of the statutory provisions.
- * With regard to current and forthcoming health and safety legislation, suitable and sufficient assessment of risks will be carried out and persons involved advised accordingly.
- * The Safety Policy will be reviewed and amended as necessary. Information in writing will be given to all staff of any changes that have been necessary.

Employees are reminded of their statutory duties under the Health and Safety at Work Act 1974:

- * To take care of the health and safety of themselves and of any other person who may be affected by their acts or omissions.
- * With regard to any duty or requirement imposed on MWS, or on any other person under any of the statutory provisions, to cooperate with them so far as is necessary to enable that duty or requirement to be carried out.
- * All employees have a duty to use correctly all items of work equipment provided by MWS and no person shall intentionally or recklessly interfere with or misuse anything provided for their Health, Safety and Welfare.

Implementation of this policy can only be effective by the cooperation of all concerned. Health and Safety is of considerable importance to MWS and all staff **MUST** carry out their duties in a safe and responsible manner at all times.

Endorsement:

Eskdale Community Trust for Education



Name: Linda Parker

Position: Chair of ECTE

Date: 28/11/21