**Health & Safety Policy**

At Primley Wood Primary School, we recognise that we have a responsibility to those within our care; be that pupils, staff, families, contractors or our wider neighbourhood and community. The Board of Trustees and Senior Leadership Team understand what is required of them under the Health & Safety at Work Act 1974 and other associated applicable legislation. This legislation also puts the onus on every individual to take reasonable care for their own health and safety as well as that of others.

We work together to:

* Complete and retain risk assessments
* Manage good standards of housekeeping
* Keep the correct documentation and records
* Abide by all applicable laws and regulations
* Work with local authorities and emergency services appropriately
* Monitor and act on incidents, accidents and near misses
* Educate ourselves and others
* Make available the correct resources to comply with our duties
* Promote health and wellbeing including work/life balance and mental health
* Provide the correct training whenever required
* Implement and test emergency procedures
* Carry out the correct and required preventative maintenance routine

All staff at Primley Wood are aware of this policy and its requirements. It is reviewed by the Senior Leadership Team annually to ensure its continuing appropriateness.

This Policy also applies to those working with us on site and externally in whatever capacity, i.e. volunteers, sport coaches, maintenance engineers, health visitors etc.

The Health & Safety Policy works alongside our Environmental Policy as well as our Ethos and Values Statements. A longer version of this Policy is shared with staff at New Starter Inductions and whenever significant changes are made.

**Board of Trustees, Primley Wood Primary School**

March 2023