Ian Kirkham 21.10.25

Health & Safety Policy 2024-2025

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Version	2

Birchfield Nursery School is committed to providing a safe and healthy environment for our school communities. We will ensure that:

- All legal requirements are met under both health and safety and fire legislation
- All advice and guidance provided by the LA in relation to health, safety and welfare is implemented or that systems equally or if not more effective are in place.
- The school is proactive in identifying hazards and managing risks relating to the children, employees, parents, contractors, members of the public, premises, equipment and both curriculum and extra-curriculum activities.
- To establish a robust system for managing health, safety and welfare in school, the following responsibilities will have been allocated

Governing Body Role:

The Governing Body will ensure that the school implements a health and safety management system based upon the advice and guidance provided by the LA or a competent health and safety practitioner. In their decision-making capacity, governors will show due diligence by

ensuring that where significant health and safety concerns arise, appropriate resources (human, financial, time) will be made available.

The Governing Body will be kept informed of:

and adopt Health and Safety policies;

Health and safety related advice and guidance provided by the LEA;

The findings and actions arising from premises, fire, stress, occupational and curriculum-related risk assessments;

any hazards identified outside of the risk assessment process;

significant accidents and their causes and any actions taken or recommended to prevent future incidents;

The findings of the LEA health and safety review and any recommendations translated into a school action plan;

Health and safety issues arising from the annual maintenance review carried out by Property Services

Head Teacher's Role:

The Head teacher has responsibility for the daily management of health and safety:

There are relevant Policies meeting the requirements of Health and Safety legislation;

As required by the Management of Health, Safety and Welfare at Work Regulations, 1999, ensuring that all categories of risk assessment are carried out at recommended intervals;

Ensuring that any actions arising from risk assessments are put into a time-bound action plan;

Monitoring the implementation of action plans arising from both risk assessments and the health and safety review process;

Delegating clear roles and responsibilities for health and safety functions;

Identifying and supporting the provision of relevant health and safety training for school employees;

Attending any training for Head teachers that is recommended by the LA;

Ensuring that contractors have sight of the school's asbestos register before commencing work;

Providing a safe working and learning environment;

Ensuring that all activities are carried out safely;

Communicating health and safety information;

Investigating and recording accidents;

Managing fire safety and safe escape routes; and

Providing health and safety information to new employees upon induction

Where appropriate, specialist guidance is followed e.g. BAALPE for Physical Education and CLEAPSS for science and design and technology;

All staff are aware of safe practices and procedures;

Systems are in place to monitor Health and Safety performance;

Thorough accident investigations are carried out for all curriculum related accidents; and

Accidents are reported according to the requirements of the LA

All staff are aware of safe practices and procedures

Local Authority

The LA is responsible for:

Providing model Health and Safety Policies in meeting the requirements of Health and Safety legislation;

Providing advice and guidance to support schools in meeting the requirements of Health and Safety legislation;

Providing support in the investigation of significant accidents;

Ensuring that schools are provided with up to date information on legislative changes;

Providing Health and Safety training and where necessary identifying specialist course providers; and

Monitoring the implementation of the LA guidance.

All Employees

Employees are responsible for ensuring that:

Activities within the Nursery are carried out safely;

Any significant risks are identified and adequately controlled;

Have a duty to report any identified hazards;

Where appropriate, specialist guidance is followed e.g. BAALPE for Physical Education and CLEAPSS for science and design and technology;

Accidents are reported to the Head according to the requirements of the LA

Are responsible for their own health and safety and that of pupils, colleagues and any others who may be affected by their work;

Should co-operate with the employer by following the Health and Safety Guidance; and

Should be familiar with relevant sections of the Health and Safety Guidance provided by either the LA or the school's "competent advisor"

Consultation and Communication

The Head teacher and governing body will ensure that there is a two-way communication system for all health and safety matters by having health and safety as a standing item on the agenda of staff and departmental meetings.

Trade Union representatives and employees are invited to take an active role in the management of health and safety in school. The governors will also be informed of health and safety issues as required by the LA during the meeting of the full governing body

Version Control and Change History

Version Control	Review Date	Amendment
1	September 2021	Document created.
2	October 2025	Cover sheet added.