



HEALTH AND SAFETY POLICY STATEMENT

Health and Safety Statement

- a. Kingston Grammar School places the greatest importance on health and safety matters and undertakes to conduct its operations in such a way as to ensure the health and safety of all the pupils, staff and visitors. To this end, the School will endeavour to create and develop a working environment in which there is an awareness of the vital importance of health and safety and which encourages everyone to participate in developing and practising safe working methods and to have regard for the welfare of themselves and others. This policy sets out the Board of Governors' commitment to ensuring, so far as is reasonably practicable, the health and safety of pupils, staff and visitors to the School.
- b. This policy requires the full cooperation of all staff in promoting and achieving a healthy environment in which to work. This policy clarifies the responsibilities of all within the School and it is important that staff, pupils and visitors to the School understand one another's duties, functions and responsibilities.
- c. The Bursar is designated as the member of staff responsible for advising on compliance with the statutory Health and Safety Regulations.
- d. The School Governors bear ultimate responsibility to provide leadership in Health and Safety. The Governors, Head Master and Staff of the School accept and will meet their obligations under the Health and Safety at Work Act 1974 (the "Act"), regulations made under the Act and related approved codes of practice. They will make every effort, insofar as it is reasonably practicable, to provide a safe and healthy environment for all the staff, pupils and visitors, to ensure that all reasonable steps are taken to protect the health and safety of those who come into contact with the School's services and premises, as follows:
 - ensure that the School is a safe place to work, study and relax, including safe access to and from the premises;
 - ensure there is adequate information, instruction, training and supervision to enable all staff, pupils, contractors and visitors to avoid hazards;
 - ensure that plant, equipment and systems of work are safe;
 - ensure that there are safe arrangements for the operation, handling, storage, maintenance and transport of plant, equipment and substances;

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- ensure there are adequate welfare and first aid facilities for pupils, staff, contractors and visitors including those who hire or undertake leisure activities on the school premises;
- ensure that emergency hazard and evacuation plans are in place and that risk assessments including a fire assessment are prepared, circulated, actioned and reviewed to meet the changing needs of existing legislation and the School.

A copy of the full Health and Safety Policy is available from the School on request.