



HEALTH AND SAFETY POLICY STATEMENT

The Royal Grammar School and RGS Prep (**the School**) is firmly committed to doing all that is reasonably practicable to protect the health, safety and welfare of our governors, pupils, employees and visitors; and any other person affected by our activities, through applying the high standards set out within this policy.

The Governing body has overall responsibility for ensuring that we maintain high standards of health and safety (H&S). However, we rely on all of our governors, employees and pupils to play their part in implementing our H&S policy and to draw to our attention areas in which we can improve.

The Senior Management teams and department managers will in particular take all reasonably practicable steps to:

- Provide and maintain a safe and healthy working environment including safe access/egress arrangements and suitable welfare facilities;
- Provide information, instruction, training and supervision to enable governors, employees and pupils to perform their roles safely; including displaying a copy of this policy at the School premises and drawing the policy to the attention of new governors and employees as part of the induction process;
- Undertake risk assessments, implement the identified control measures and ensure that safe systems of work are applied in relation to all of our activities presenting significant risk;
- Ensure that any events organised by the School are well managed so that they are safe and without risk to health, including completion of an event risk assessment;
- Ensure that all work equipment is suitable for purpose, safe to use and properly maintained;
- Ensure safety and absence of risks to health in connection with the storage, handling, use and transport of articles and substances;
- Minimise the use of hazardous or dangerous substances and where their use cannot be eliminated, implement suitable controls;
- Make available all necessary safety devices and protective equipment and supervise their use;
- Take steps to assess the competence of any contractor we engage and to ensure that information is exchanged on matters relevant to H&S;
- Be prepared for emergencies such as fire and medical emergencies and aspire to investigate significant incidents leading to injury or ill health;
- Promote a positive H&S culture within the organisation;
- Ensure that any food sold, cooked, stored, handled, prepared and/or distributed is done so in accordance with the relevant legislation.

The School is committed to ensuring that the implementation of the H&S management system is adequately resourced to enable the full implementation of this policy. This commitment includes the provision of sufficient financial resources, management and employee time, training and H&S support.

The School has appointed a Health and Safety Manager as the internal 'Competent Person' to advise and assist with the implementation and management of the Schools' H&S Management System and associated day to day H&S requirements across both Schools.

The School has also appointed Hettle Andrews and Associates Ltd to provide further advice and guidance on H&S matters where required, and to provide an independent monitoring service of the activities of the School.

This Health and Safety Policy Statement and the responsibilities and arrangements that support it will be reviewed at least annually, or more frequently where there have been significant changes to the School or the nature of the School's activities.

Signed: 

Date: 5.7.23

Sarah Creedy
Chairman of Governors