



CITY OF LONDON
SCHOOL

City of London School Health & Safety Policy

1. Introduction

This policy consists of three parts:

- the General Statement of Policy by the Chairman of Governors
- the description of responsibilities for and the organisation of health and safety
- the detailed arrangements for health and safety

This policy should be read in conjunction with:

- The Fire Safety Policy
- The First Aid Policy
- The Medicines and Medical Conditions Policy
- The Security Policy
- The Educational Visits Policy
- The Substance Misuse Management and Education Policy

It should also be read in conjunction with the City of London Corporation Health and Safety Policy and all other relevant City of London Corporation policies, which may be found [here](#)¹.

2. General statement of policy

- 2.1. The City of London School is owned by The City of London Corporation, by whom the Board of Governors (The Governors) is appointed. The aim of The City of London Corporation is: *“to provide a safe and healthy working and learning environment for staff, pupils and visitors”*². On behalf of the City of London Corporation as employer, the Governors attach the highest priority to ensuring that all the operations within the school environment, both educational and support, are delivered in a manner that is safe and healthy for all. The Governors are committed to promoting the welfare of all in our community so that effective learning can take place.

¹ See

[http://colnet/Departments/Town%20Clerks/Corporate%20HR%20Unit/Health%20and%20Safety/Pages/Policy/HSMS%20\(Health%20and%20Safety%20Management%20System\)/Procedures%20\(Arrangements\)/Procedures-\(Arrangements\).aspx](http://colnet/Departments/Town%20Clerks/Corporate%20HR%20Unit/Health%20and%20Safety/Pages/Policy/HSMS%20(Health%20and%20Safety%20Management%20System)/Procedures%20(Arrangements)/Procedures-(Arrangements).aspx)

² See the City of London Corporation Corporate Health, Safety and Wellbeing Policy here:

<http://colnet/Departments/Town%20Clerks/Corporate%20HR%20Unit/Health%20and%20Safety/Documents/HS%20Policies/HSP1%20-%20Corporate%20Health%20Safety%20and%20Wellbeing%20Policy.pdf>

- 2.2. The Governors recognise that under the **Health and Safety at Work Act 1974**³ they have a collective responsibility for providing a safe and healthy school for all of the School's employees, students, parents, visitors, contractors and anyone else affected by the School's activities or who use the premises of the School from time to time, these duties being implicit in the above Act.
- 2.3. The Governors recognise the guidance contained in **Managing for Health and Safety (HSG 65)**⁴ and **Sensible Health and Safety Management in Schools**⁵ produced by the Health and Safety Executive and intend to follow the good practice recommendations they make. The Governors are aware of, and will follow, Government advice contained in the DfE **Health and safety: advice on legal duties and powers for local authorities, school leaders, school staff and governing bodies**⁶ and the **Independent School Standards** made under **section 109 of the Education and Skills Act 2008**⁷.
- 2.4. The Governors accept these responsibilities and it will continue to be their policy to promote standards of health, safety and welfare that comply fully with the terms and requirements of the above Act, Regulations made under that Act, and Approved Codes of Practice. The Governors consider that this Health & Safety Policy is an integral element of the overall School's Business Plan and other resource policies. It is considered by the Governors that health and safety is a responsibility at least equal in importance to that of any other function of the School and it believes that the prevention of accidents, injury or loss is essential to the efficient operation of the School and is part of the good education of its pupils.
- 2.5. The Governors recognise the good practice contained on **Health and Safety of Pupils on Educational Visits** (in **Health and safety: advice on legal duties and powers for local authorities, school leaders, school staff and governing bodies**) and HSE advice contained in **School Trips and Outdoor Learning Activities: Tackling the Health and Safety Myths**⁸, and intends to follow the recommendations within.
- 2.6. The School is conscious of the external environment that may be affected by its activities and will pay full regard to the implications of the **Environmental Protection Act 1990**⁹ and, in particular, the duty of care as regards waste.
- 2.7. The School will provide and maintain written Risk Assessments of the risks to the health and safety of its employees whilst they are at work and others who may be affected, as required by the **Management of Health and Safety at Work Regulations 1999**¹⁰.
- 2.8. This Policy will be brought to the attention of all employees and periodically reviewed and revised as necessary.

³ <http://www.legislation.gov.uk/ukpga/1974/37/contents>

⁴ <http://www.hse.gov.uk/pubns/books/hsg65.htm>

⁵ <http://www.hse.gov.uk/services/education/sensible-leadership/index.htm>

⁶ https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/335111/DfE_Health_and_Safety_Advice_06_02_14.pdf

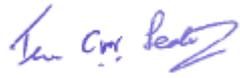
⁷ http://www.legislation.gov.uk/uksi/2014/3283/pdfs/uksi_20143283_en.pdf

⁸ <http://www.hse.gov.uk/services/education/school-trips.pdf>

⁹ <http://www.legislation.gov.uk/ukpga/1990/43/contents>

¹⁰ <http://www.legislation.gov.uk/uksi/1999/3242/regulation/3/made>

The Governors fulfil their responsibility as Governors by appointing the **Keith Bottomley** as Governor with responsibility for overseeing Health and Safety.

Signed for the School:	 (Head)
Date signed:	28 February 2017
Signed for the Governors:	 (Chair of Governors)
Date signed:	28 February 2017