



# Health & Safety Policy

**Dated: 05/01/2026**

**Review: 01/01/2027**

Reviewed by	Date
PC	05/01/2026

# Health and Safety Policy

## 1. Policy Statement

- **Purpose and Commitment:** This policy ensures that The Construction School operations are conducted safely, and that risks to the health and wellbeing of staff, pupils and visitors are systematically managed. The Construction School is committed to operating not only in compliance with all applicable laws but also in a manner that actively promotes health, safety, and environmental best practices.
- **Responsibilities:** The Director has overall responsibility for health and safety in the school and is responsible for the day-to-day management of health and safety at school. All staff are responsible for adhering to safe practices and reporting concerns. Pupils are expected to follow all safety instructions to maintain their own welfare and that of others.

## 2. Organisation and Responsibilities

- **Director:** The Director oversees, reviews, and supports the implementation of health and safety provisions, ensuring resources are available to meet health and safety standards. The Director ensures that all health and safety procedures are implemented effectively, staff are trained, and that an enabling environment is maintained for safe practices.
- **Staff Responsibilities:** All staff must integrate health and safety into their activities and ensure their actions do not pose risks to themselves or others.
- **Pupil Responsibilities:** Pupils are required to follow all health and safety guidelines set by the school, and report any hazardous conditions to a member of staff immediately.

### 3. Arrangements and Procedures

- Risk Assessment: Systematic checks to identify potential risks followed by appropriate measures to minimise or eliminate risk. Regular reviews to update these assessments based on new activities or changes in the school environment. These include activity assessments and COSHH assessments.
- Training and Awareness: All staff will receive regular training on the latest health and safety standards and procedures. Pupils will also be educated on important safety measures through classroom instructions.
- Emergency Procedures: Clear procedures for evacuation in emergencies like fire, including routine drills. A specific assembly point is designated.
- First Aid: An adequate first aid supply in a key location around the school, with appointed and trained first aiders ready to respond to incidents.
- Reporting Accidents: A protocol for reporting accidents and dangerous occurrences (RIDDOR) that clearly outlines how to document these events and notify relevant authorities.
- Maintenance of Equipment: Routine inspections and maintenance of school equipment to ensure they are safe to use and operate correctly.

### 4. Monitoring and Review

- Regular Monitoring: Regular inspections of the school area to ensure compliance with the health and safety policy.
- Policy Review: The health and safety policy will be reviewed annually, or following significant incidents, to ensure it remains effective and relevant.

## 5. Specific Areas of Concern

- Transportation/Trips: All off-site activities must be preceded by a risk assessments, and all involved staff will have clear guidelines on conducting trips safely.
- Workplace Safety: Regular assessments will ensure all areas, are continuously maintained to high safety standards.
- Contractors and External Parties: Contractors are required to comply with the school's health and safety policies, and their adherence will be monitored.

## 6. Communication

- Information Distribution: Health and safety information will be available to all stakeholders through the school website, and notice boards.
- Consultation: Regular consultations with staff will help identify potential areas for improvement in health and safety practices and foster a culture of safety.

## 7. Linkages to Other Policies

- The Health & Safety Policy links with various other policies such as:
  - The Behaviour Policy to maintain a safe working environment.
  - The Risk Assessment Policy.
  - Fire Safety Risk Assessment.
  - Various other policies.

## Appendix

- RIDDOR - Reporting of Injuries, Diseases and Dangerous Occurrences Regulations. HSE Website using online form.
- Emergency Services - call 999

- COSHH - Control of Substances Hazardous to Health Regulations.