



HEALTH AND SAFETY POLICY

MAKSETH SCHOOL

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Policy Statement:

At Makseth School, we are committed to providing a safe and healthy environment for all students, staff, parents, and visitors. We recognize the importance of maintaining high standards of health and safety to prevent accidents, injuries, and occupational illnesses. This policy aims to outline our commitment to health and safety and provide guidance for its implementation within our school premises and activities.

Responsibilities:

School Management:

- ✓ The school management is responsible for ensuring that the necessary resources are allocated to implement and maintain an effective health and safety program.
- ✓ They will appoint a designated Health and Safety Officer who will be responsible for overseeing and coordinating health and safety activities.

Staff:

- ✓ All staff members are responsible for following health and safety procedures and guidelines relevant to their roles.
- ✓ They should promptly report any health and safety hazards, incidents, or near misses to the designated Health and Safety Officer.

Students:

- ✓ Students should follow all health and safety instructions and guidelines provided by the school and staff members.
- ✓ They should immediately report any health and safety concerns to a staff member.



Parents and Visitors:

- ✓ Parents and visitors should familiarize themselves with the school's health and safety procedures and comply with them.
- ✓ They should report any health and safety concerns to the School Health and Safety Officer.

Health and Safety Measures:

1. Risk Assessment:

Regular risk assessments will be conducted to identify potential hazards and assess the associated risks. Control measures will be implemented to eliminate or minimize risks.

2. Fire Safety:

Adequate fire safety measures, including fire alarms, extinguishers, and evacuation plans, will be in place.

Fire drills will be conducted periodically to ensure preparedness and awareness.

3. First Aid:

Sufficient first aid kits will be available throughout the school premises.

Trained first aiders will be designated, and their contact details will be prominently displayed.

4. Safety Training:

Staff members will receive appropriate health and safety training to enable them to carry out their duties safely.

Students will be educated about essential health and safety practices, such as proper use of equipment and emergency procedures.



5. Security:

Measures will be implemented to ensure the security of students, staff, and school property.

Access control systems, CCTV cameras, and visitor sign-in procedures may be utilized as appropriate.

6. Hygiene and Sanitation:

Adequate provisions for handwashing, sanitation, and waste management will be in place.

Cleaning schedules will be established to maintain a clean and hygienic environment.

Review and Communication:

This policy will be reviewed regularly to ensure its continued effectiveness and compliance with relevant legislation.

The policy will be communicated to all staff, students, parents, and visitors through various channels, such as orientation programs, school newsletters, and the school's website.

