

## Health & Safety

DEMAT's Health & Safety Policy/Statement, which has been written to cover The Diocese of Ely Multi-Academy Trust's Schools/Academies and Central Team, can be found via the following link: <https://demat.org.uk/health-safety/>, where you will find a detailed explanation of the Trustees' responsibilities, delegated duties and expectations of staff, governors and volunteers.

### **DEMAT HEALTH & SAFETY POLICY STATEMENT 2018**

The Diocese of Ely Multi-Academy Trust (DEMAT) has overall responsibility under the Health & Safety at Work, etc Act 1974 and the Management of Health & Safety Regulations 1999 for ensuring that appropriate Health and Safety policies are adopted and followed by the Trust itself and by the individual academies that belong to it.

All members of the Trust and its employees are required to comply with all health and safety legislation and other guidance approved by the Trust. The Trust will provide a working environment, including premises, equipment and systems of work, that is, so far as is reasonably practicable, safe and without risks to health. The Trust will provide adequate training to ensure employees are competent to do their work and engage and consult with employees on day-to-day health and safety conditions, and provide advice and supervision on occupational health. The Trust is committed to keeping abreast of current developments in the field of health and safety.

The Trustees are responsible for reviewing this policy every year. The CEO of the Trust is ultimately responsible for the implementation of this policy and will report to the DEMAT Board of Trustees on Health and Safety issues at each meeting, and at other times as necessary. Day to day responsibility is delegated to the Headteacher or Trust's H&S Officer.

Each Head Teacher and the Trust's H&S Officer will ensure for their place of work that:

- The policy is understood and implemented by employees of the Trust and others working for the Trust at any of the Trust sites
- They maintain safe and healthy working conditions, provide and maintain plant, equipment and machinery and ensure safe storage/use of substances
- Appropriate instruction and training are available for all employees, governors, volunteers and others as appropriate
- They consult with all staff on matters of health and safety
- The latest Health and Safety Law poster is displayed with the names of persons responsible for health and safety clearly displayed
- First-aid boxes and accident books are provided
- The policy considers the welfare of members of the public, visitors and contractors
- Risk assessments are undertaken for all activities, in particular whenever activities are undertaken away from the Academy site, and whenever external groups carry out work on the site or when new procedures or new equipment are introduced
- Any activities on Trust premises by outside bodies such as PTAs are subject to a full risk assessment which is approved in advance by the Head Teacher or Trust's H&S Officer
- They implement emergency procedures/evacuations/lock-downs as relevant in cases of fire or another significant incident
- They ensure all food safety legislation is complied with and records kept on food safety management

The maintenance of a safe working environment requires active participation of all persons: staff, pupils, contractors, volunteers and visitors and all have a responsibility to do everything that they can reasonably do to prevent injury to themselves and others and to prevent loss to the Trust. The Trust requires everyone to follow specific instructions given in current safety policies and to follow the relevant safety procedures in all cases. It is forbidden for any person to intentionally interfere with, or misuse, any equipment provided by the Trust for the purposes of health and safety.

In addition to all statutory reporting requirements, any breaches of the Health and Safety policy, and all reportable incidents (RIDDOR) will be immediately reported to the Trust's H&S Officer.

Approved by the DEMAT Board at its meeting on 5<sup>th</sup> December 2018

Date for next review: November 2019

**Headteacher**

Signed:

Date: 9.4.2019

**DEMAT Health & Safety Officer**

Signed:

Date:   
19/3/19

If you have any questions or concerns in relation to Health & Safety, please contact the Health & Safety Lead/Governor responsible for Health & Safety at the school in the first instance (contact details below). If you require additional support, or wish to raise questions or concerns with The Trust, please contact the Trust's Health & Safety Officer (contact details below).

**Health & Safety contacts:**

School Health & Safety Lead person's details are:

**INSERT NAME** email [INSERT EMAIL ADDRESS](#)

Telephone: **INSERT TELEPHONE NUMBER**

Governor responsible for Health & Safety is:

**INSERT NAME OF GOVERNOR, INSERT EMAIL ADDRESS OF GOVERNOR**

Trust's Health & Safety Officer details are:

Joanne Patterson, email [healthandsafety@demat.org.uk](mailto:healthandsafety@demat.org.uk)

Telephone: 01353 656760 or 07530 748066