

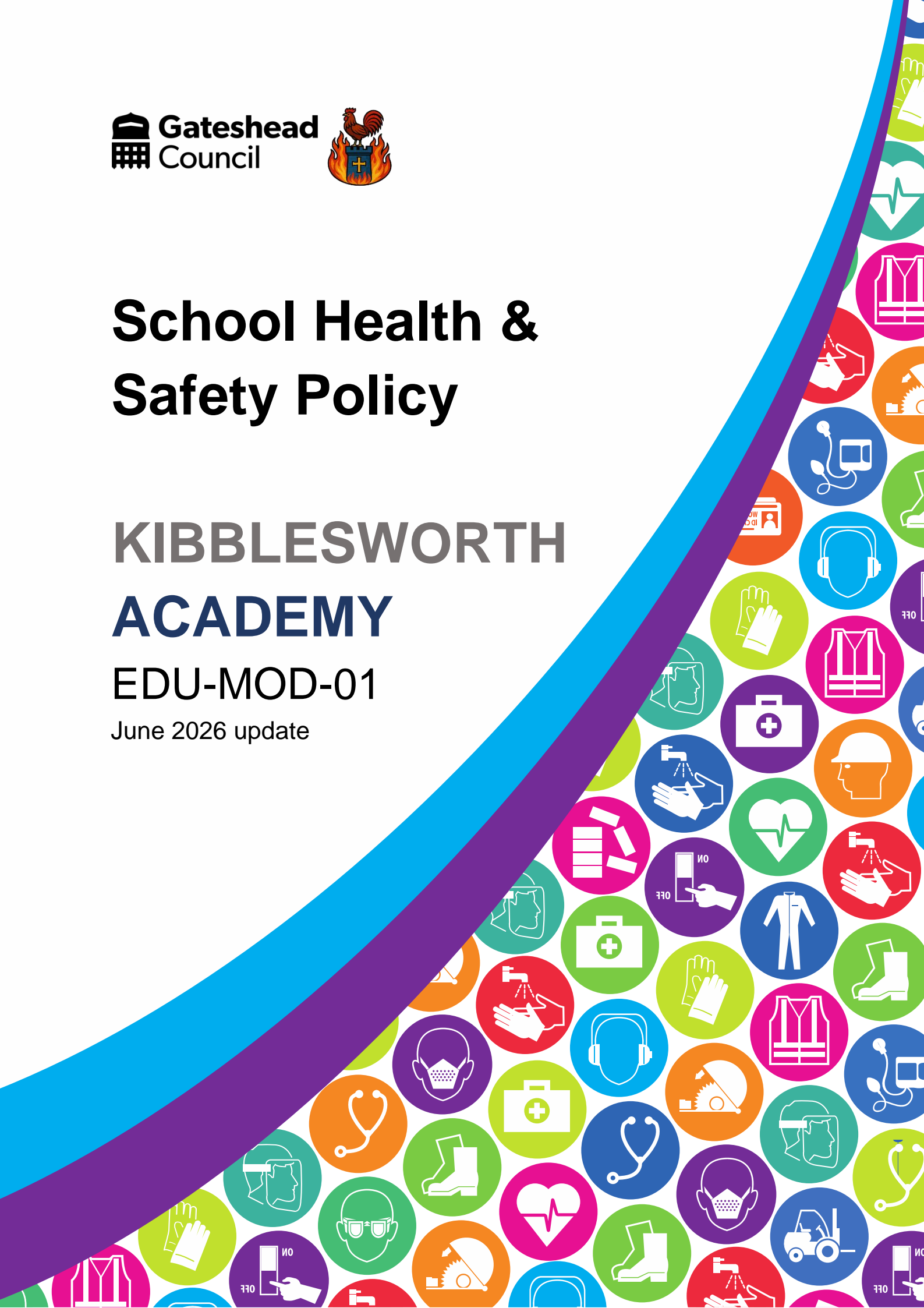


# School Health & Safety Policy

## KIBBLESWORTH ACADEMY

EDU-MOD-01

June 2026 update



## Model Framework for a School H&S Policy (EDU-MOD-01)

<b>Issue Date</b>	01/9/21	<b>Review Schedule</b>	3 yearly (or sooner if there has been a significant change)
<b>Approvers</b>	Corporate Health and Safety Committee	<b>Cross Reference Applicable Documentation</b>	<a href="#">Education Health and Safety policies - Gateshead Intranet</a>  <a href="#">Corporate Health and Safety procedures - Gateshead Intranet</a>
<b>Group</b>	Corporate Services & Governance	<b>Service</b>	Human Resources/ Workforce Development
<b>Target Audience</b>	Management in educational settings	<b>Compliance</b>	The Health & Safety at Work etc Act 1974 The Management of H&S Regulations 1999

*This document forms part of the Corporate Health and Safety procedural arrangements*

## Change Record

<b>Date</b>	<b>Controller</b>	<b>Version</b>	<b>Changes</b>
1/09/21	D Kormilkina	3	In the new format; Expanded section for outdoor playground safety; hydrotherapy Additional corporate and Education Policies added
15/9/22	D Kormilkina	4	Removed reference to COVID-19
15/3/23	D Kormilkina	4.1	Minor amendments to add arrangements for PE and Forest School
29/9/25	D Kormilkina	4.2	Planned review, added Employee support risk assessment, updated hyperlinks, added H&S new starter inductions
02/6/26	D Kormilkina	4.3	Removed reference to need of submission of self-audit <a href="#">EDU-05</a> to the

			H&S team. Added HS-39 school audit requirements.
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**Occupational Health and Safety Policy and Guidance in Gateshead Council**

Gateshead Council's Occupational Health and Safety policies/procedures consider current legislation, rules, regulations and best practice guidance from a range of professional and public bodies.

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# 1. Introduction

Each school is required to have a Health and Safety Policy in place. It is recommended that the school's Health and Safety Policy should be developed by the Governing Body in conjunction with the head teacher and members of the school leadership team.

The organisation and arrangements which support the H&S Policy (day to day management of Health & Safety) are the responsibility of the Headteacher and the Senior Leadership Team (supported by the Governing Body).

## **What should you do with this Model Health and Safety Policy?**

The Model Policy is designed as a model where schools may complete the relevant blank sections and adapt for their own use.

The policy has three parts;

**Part 1** - The Health and Safety Policy Statement

**Part 2** - Health & Safety Responsibilities for School staff

**Part 3** - School Management Arrangements

## 2. Support

Please contact the following if additional information or support is required:

**Email:** [CSGhealthandsafety@Gateshead.Gov.UK](mailto:CSGhealthandsafety@Gateshead.Gov.UK)

**Telephone:** 0191 433 (ext)

**Extensions:** 2272 / 2270 / 2236 / 2237 /

## Appendix 1 School H&S Model Policy

### Part 1 – Policy Statement

#### **KIBBLESWORTH ACADEMY Health & Safety Policy**

The Health and Safety at Work Act 1974 (HSW Act 1974) places duties on employers to safeguard, so far as is reasonably practicable, the health, safety and welfare of their employees and persons not employed but who may be affected by work activities, such as pupils and visitors.

*This policy statement supplements the [Council's Corporate Health and Safety Policy](#) and procedures, as well as the [Children, Adults and Families Health and Safety Policy](#) and [Education Health and Safety Policy](#). (For Voluntary Aided Schools and Academies, change this section)*

The aim of the school policy and statement of intent is to ensure that all reasonably practicable steps are taken to secure the health, safety and welfare of all persons using these premises and in particular:

- to provide adequate control of the health and safety risks arising out of our activities
- to consult with our employees on matters affecting their health and safety
- to provide and maintain safe plant and equipment
- to ensure safe handling and use of substances
- to provide information, instruction and supervision for employees
- to ensure all employees are competent to do their tasks, and to give them adequate training
- to prevent accidents and cases of work-related ill health
- to maintain safe and healthy working conditions
- to review and revise this policy as necessary at regular intervals.

The governing body will review this policy statement if there is any significant change or at least annually and update, modify or amend it as it considers necessary.

Signed: *Emma Bulmer* (Chair of Governors)

Signed: Craig Steel (Head Teacher)

Date: 18/06/2026

Review date: 18/06/2027

## Part 2: Health & Safety Responsibilities

**The Governing Body** has strategic responsibility for health and safety within all areas of the school's undertakings and ensuring that health and safety performance is monitored regularly and at least annually. In order to comply with regulatory controls, the governing body is responsible for ensuring that advice from competent advisers is available on health and safety matters.

**The Head Teacher** has responsibility for the day-to-day operation of health, safety and welfare policies and practices, as delegated by the governing body, within all areas of the school's undertakings. In addition, the Head Teacher will ensure that health and safety policy and procedures are part of the day-to-day running of the school. To comply with regulatory controls, the Head Teacher is responsible for ensuring that advice from competent advisers is sought on health and safety matters where required.

**Department Heads** are responsible for ensuring that safe working conditions are maintained for all pupils, employees, visitors, members of the public and, where applicable, contractors. To comply with regulatory controls within their departments, department heads are also responsible for ensuring that advice from competent advisers is sought on health and safety matters where required.

**Employees** are responsible for their own health and safety, that of their colleagues and members of the public who may be affected by their work activities.

Further specific health and safety responsibilities are detailed below.

## Part 3: School Health & Safety Management Arrangements

The [Corporate Health & Safety Handbook](#) and [Education Health & safety Handbook](#) both contain various documented standards, forms and guidance materials, many of which are applicable to the school.

The school commits to following the procedures detailed below to ensure that the risk to employees, pupils and members of the public are reduced as far as reasonably practicable.

\*Remove / or add fields as required below

### Administration and management of medicines

Adopted standard(s)	<a href="#">EDU-HS-01: Administration and Management of Health Needs in Schools</a>
Specific school arrangements	A specific policy for the school has been developed using the EDU-HS-01 form and is located in the school office
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Mary McKinnell is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

### Asbestos

Adopted standard(s)	<a href="#">LCS-HS-15 Asbestos</a>  <a href="#">Corporate Asbestos Management Plan</a>  <a href="#">ASB60: Asbestos Management Site Guide</a>
Specific school arrangements	The site specific asbestos management plan ASB65 for the school has been prepared by Craig Steel who is the named Responsible Person.
	The site specific management plan ASB65 is located in the Asbestos management file located in the administration office.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.

	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**Consultation and Communication with Employees**

Adopted standard(s)	<a href="#">LCS-HS-08: Communicating the Health &amp; Safety Message</a>  <a href="#">LCS-HS-10: Employee Consultation</a>
Specific school arrangements	<p>Health &amp; Safety information is communicated to employees via email.</p> <p>Employee Representative(s) are Joanne Fairlamb</p> <p>The above mentioned Safety Representative(s) will:</p> <ul style="list-style-type: none"> <li>• Attend meetings of safety committees</li> <li>• Liaise with the Head Teacher on health and safety matters.</li> <li>• Investigate accidents and potential hazards within the workplace</li> <li>• Investigate complaints made by an employee they represent relating to health, safety and welfare at work</li> <li>• Carry out inspections of the workplace</li> <li>• Represent employees they were appointed to represent in consultations</li> </ul> <p>The above duties will be carried out in accordance with the Safety Representative and Safety Committee Regulations 1977</p> <p>Joanne Fairlamb is responsible for ensuring that the <a href="#">EDU-02</a> Health &amp; Safety Induction is completed on the new employee’s first day, or as soon as practicably possible after they begin working at the school</p> <p>Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.</p> <p>Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed</p>

**Disability Support**

Adopted standard(s)	<a href="#">LCS-HS-56 Disability at Work</a>

Specific school arrangements	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

### Display Screen Equipment

Adopted standard(s)	<a href="#"><u>LCS-HS-21: Display Screen Equipment:</u></a>
Specific school arrangements	Regular DSE Users have been identified as (N/A)
	DSE workstation assessments have been are completed by the following trained DSE assessor(s)
	Joanne Fairlamb has responsibility for ensuring any actions required are implemented.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

### Educational Visits

Adopted standard(s)	<a href="#"><u>EDU-HS-03: Educational Visits and Learning Outside the Classroom</u></a>  <a href="#"><u>EDU-HS-04 Emergency Management During Educational Visits</u></a>
Specific school arrangements	The school's Educational Visits Coordinator(s) is/are Andrew Ridley, Craig Steel
	Andrew Ridley is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Electrical Safety

Adopted standard(s)	<a href="#">LCS-HS-23: Electrical Safety</a>
Specific school arrangements	Joanne Fairlamb is responsible person for preparing and maintaining an accurate up-to-date electrical maintenance register for portable appliances used.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Emergency Management Plan

Adopted standard(s)	<a href="#">EDU-HS-10 Emergency management plan</a>  <a href="#">EDU-HS-14 Unavoidable school closures</a>  <a href="#">EDU-GU-02 Dynamic Lockdown Guidance for Schools</a>
Specific school arrangements	
	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed.
	Craig Steel is responsible to ensure that school specific dynamic lockdown procedures are in place.

## Fire

Adopted standard(s)	<a href="#">CGS-HS-01 – Evacuation Chairs</a>  <a href="#">LCS-HS-17: Carriage and Storage of Fuel</a>  <a href="#">LCS-HS-24: Preparing a PEEP</a>  <a href="#">LCS-HS-25 Fire Safety</a>  <a href="#">LCS-HS-110 Temporary Use of Portable LPG Heaters</a>
Specific school arrangements	Craig Steel is responsible for regularly reviewing the fire risk assessment action plan

	Joanne Fairlamb is responsible for keeping the fire log book regularly updated
	Joanne Fairlamb is responsible for preparation and review of Fire Emergency Procedure

## First Aid

Adopted standard(s)	<a href="#"><u>CSG-HS-27 First aid</u></a>
Specific school arrangements	The first aid box(es) is/are kept at Admin office, EYFS kitchen, Junior corridor
	The appointed person(s)/first aider(s) is/are Mary McKinnel, Deborah Johnston, Clare Cleveland, Deborah Brady, Devon Proctor, Paige Edgar.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Forest School

Adopted standard(s)	<a href="#"><u>EDU RA 13 Risk Assessment: Forest School</u></a>
Specific school arrangements	Clare Cleveland is responsible for ensuring that all relevant staff are aware of the arrangements and appropriate school specific arrangements are in place.
	Clare Cleveland is responsible for carrying out periodic monitoring to ensure arrangements are being followed

## Gas Safety

Adopted standard(s)	<a href="#"><u>LCS-HS-28 Gas Safety</u></a>
Specific school arrangements	
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Hazardous Substances

Adopted standard(s)	<a href="#"><u>LCS-HS-19 Control of Substances Hazardous to Health</u></a>
Specific school arrangements	Joanne Fairlamb will be responsible for identifying all substances which need a COSHH assessment and maintaining an inventory.
	Joanne Fairlamb will be responsible for ensuring that all actions identified in the assessments are implemented.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Incident Reporting & Investigation

Adopted standard(s)	<a href="#"><u>LCS-HS-58: Incident Reporting and Investigation Procedure</u></a>
Specific school arrangements	All minor pupil accidents are recorded in school incident book. The book is kept by Joanne Fairlamb and located at SBM office.
	Joanne Fairlamb is responsible for reporting relevant accidents, near misses, diseases and dangerous occurrences to the Council's Health & Safety Team in accordance with LCS-HS-58 using HS20 incident form.

	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Infection Control

Adopted standard(s)	<a href="#">EDU-HS-06: Infection Control in Schools and Childcare Settings</a>  <a href="#">LCS-HS-93 Control of Infections at Work</a>  <a href="#">LCS-HS-103 The Disposal of Clinical Waste</a>
Specific school arrangements	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Lone Working

Adopted standard(s)	<a href="#">CSG-HS-31 Lone Working</a>
Specific school arrangements	The following employees are considered to be lone workers: Carolyn Bennell, Yvonne Scott
	Lone workers have been briefed on the following procedure to adopt when working alone: Use lone worker service to ensure someone is aware you are within the building and have left safely. Staff have been briefed on the use of service and only are to use it in exceptional circumstances.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Management of contractors

<p>Adopted standard(s)</p>	<p><a href="#"><u>LCS-HS-18: Construction (Design and Management)</u></a></p> <p><a href="#"><u>LCS-HS-20 Control of Visitors / Contractors on Site</u></a></p> <p><a href="#"><u>LCS-HS-80 Scaffold and edge Protection</u></a></p> <p><a href="#"><u>LCS-HS-81 Safety Nets and Soft-Landing systems</u></a></p> <p><a href="#"><u>LCS-HS-82 Fall protection and prevention guidance</u></a></p> <p><a href="#"><u>LCS-HS-83 Safety in Roof Work Guidance</u></a></p> <p><a href="#"><u>LCS-HS-84 Mobile Access Tower</u></a></p> <p><a href="#"><u>LCS-HS-85 Mobile Elevating Work Platforms</u></a></p> <p><a href="#"><u>LCS-HS-94 Excavations</u></a></p> <p><a href="#"><u>LCS-HS-44 Working In Confined Spaces</u></a></p> <p><a href="#"><u>LCS-HS-89: Assessment, Engagement and Management of Contractors</u></a></p>
<p>Specific school arrangements</p>	<p>Joanne Fairlamb is responsible for assessing contractor health and safety competency prior to appointment.</p> <p>Joanne Fairlamb has responsibility for ensuring suitable management arrangements are in place whilst contractors are carrying out work on site.</p> <p>Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.</p> <p>Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed</p>

## Manual handling

<p>Adopted standard(s)</p>	<p><a href="#"><u>LCS-HS-32: Manual Handling</u></a></p> <p><a href="#"><u>CSG-HS-91 Moving and handling of service users and pupils</u></a></p>
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Specific school arrangements	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

### Notices to be displayed in the Workplace

Adopted standard(s)	<a href="#"><u>LCS-HS-35 Notices to be Displayed in the Workplace</u></a>
Specific school arrangements	Health and Safety Law Poster – “What You Should Know” is located Staff room
	First Aid Notices are located all corridors and classrooms
	Fire Action Notices are located all corridors and rooms
	Liability Certificate is located SBM office notice board
	Health & Safety Policy Statement is located SMB office notice board
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

### Risk Assessment

Adopted standard(s)	<a href="#"><u>LCS-HS-40: Risk Assessment</u></a>
	<a href="#"><u>LCS-HS-33 New and Expectant Mothers</u></a>
	<a href="#"><u>LCS-HS-46 Yong Persons at Work</u></a>
	<a href="#"><u>CSG-HS-14 Employee Support Risk assessment – Guidance for Employees</u></a>
	<a href="#"><u>CSG-HS-16 Employee Support Risk assessment – Guidance for managers</u></a>
Specific school arrangements	Craig Steel is/are responsible for carrying out risk assessments and their review
	The findings of the risk assessment will be reported to Resources committee.

	Risk assessments will be approved by Resources Committee
	Joanne Fairlamb has responsibility for ensuring any actions required are implemented
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**PE**

Adopted standard(s)	<a href="#"><u>EDU RA 22 Risk Assessment: PE</u></a>
Specific school arrangements	School PE risk assessment plan is completed by Andrew Ridley and located at Resource folder in staff room.
	Andrew Ridley is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Andrew Ridley is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**PPE**

Adopted standard(s)	<a href="#"><u>LCS-HS-37 Personal Protective Equipment</u></a>
Specific school arrangements	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**Prevention of Slips and Trips / Gritting**

Adopted standard(s)	<a href="#"><u>LCS-HS-38 Prevention of Slips and Trips</u></a>  <a href="#"><u>EDU-HS-11 School Gritting Policy and Plan</u></a>
Specific school arrangements	School gritting plan is completed by Craig Steel and located at SBM office / sharepoint
	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

### Protecting Health During Hot Weather Conditions

Adopted standard(s)	<a href="#"><u>EDU-HS-08 Protecting Health During Hot Weather Conditions In schools</u></a>
Specific school arrangements	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

### Security/ Violence at work

Adopted standard(s)	<a href="#"><u>EDU-HS-12: Security</u></a>  <a href="#"><u>EDU-HS-15 Warning and Banning Persons from School Premises</u></a>  <a href="#"><u>LCS-HS-26 Management of Violence and Aggression towards Employees Policy</u></a>  <a href="#"><u>CSG-HS-79: Personal Safety</u></a>
Specific school arrangements	The following procedure is adopted for briefing visitors on the school's emergency evacuation procedures - Sign in system displays procedures. Visitors sign to say they have read and understood.
	Access to the school is controlled by double door system and sign in system.

	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**Safe Vehicular Access and Egress at Schools**

Adopted standard(s)	<a href="#">EDU-HS-09 Safe Vehicular Access and Egress at Schools</a>
Specific school arrangements	Vehicles are <b>not</b> allowed on site during the following times 8.30am - 9.15am, 11.45am-1.15pm, 3.00pm-3.45pm
	The following physical measures are put in place to segregate vehicles and pedestrians: Barriers and locked gates
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**Statutory Maintenance and Testing/ Management of Premises**

Adopted standard(s)	<a href="#">EDU-HS-13: Statutory Maintenance and Testing Within Schools</a>  <a href="#">LCS-HS-90: Management of Premises</a>
Specific school arrangements	Joanne Fairlamb is responsible for periodically monitoring the maintenance, inspection, examination or testing by the contractor.
	A School Statutory Maintenance and Testing Schedule (Appendix 1 of EDU-HS-13) has been prepared and is kept updated by Joanne Fairlamb. The schedule is located in the school office.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**Stress**

Adopted standard(s)	<a href="#">LCS-HS-41: Stress</a>
Specific school arrangements	Craig Steel is responsible for carrying out and reviewing stress risk assessments
	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**Training**

Adopted standard(s)	<a href="#">LCS-HS-09 Health &amp; Safety Training</a> <a href="#">EDU-01 School H&amp;S Training Matrix</a>
Specific school arrangements	Craig Steel is responsible for preparing and updating the training plan.
	Training will be identified, arranged and monitored by Craig Steel
	Training records are kept at by Craig Steel on Sharepoint and in personnel files.
	Induction training will be provided for all employees by Craig Steel
	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

**Waste**

Adopted standard(s)	<a href="#">LCS-HS-30 Hazardous Waste Disposal</a>  <a href="#">LCS HS-103 The disposal of Clinical Waste -</a>
Specific school arrangements	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Work at Height

Adopted standard(s)	<p><a href="#">LCS-HS-43 Work at height</a></p> <p><a href="#">LCS-HS-68 Ladders</a></p> <p><a href="#">LCS-HS-86 Stepladders</a></p>
Specific school arrangements	Ladder/ stepladder checklists are completed monthly and located within the SBM office.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Workplace Inspections

Adopted standard(s)	<p><a href="#">LCS-HS-60 Workplace Inspections</a></p> <p><a href="#">LCS-HS-61 Safety Tours</a></p> <p><a href="#">LCS-HS-63 Health &amp; Safety Audits</a></p>
Specific school arrangements	Annual Health & Safety Workplace inspections <a href="#">EDU-03</a> are completed by: Joanne Fairlamb
	Termly workplace inspections <a href="#">EDU-06</a> are completed by: Joanne Fairlamb
	School carries out self-audit using the form <a href="#">EDU-05</a> at least every three years.
	School carries out <a href="#">HS-39 Head Teacher H&amp;S Audit</a> every three years. This audit is submitted to the Health & Safety team.
	Joanne Fairlamb is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Joanne Fairlamb is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed

## Workplace Safety and Welfare

Adopted standard(s)	<a href="#"><u>LCS-HS-45 Workplace Safety and Welfare</u></a>
Specific school arrangements	Craig Steel is responsible for ensuring that all relevant staff are aware of the policy and appropriate school specific arrangements are in place.
	Craig Steel is responsible for carrying out periodic monitoring to ensure arrangements in the policy are being followed
	Craig Steel