

Pickwick Academy Trust



Health & Safety Policy Statement of Intent

Policy Group:	Facilities and Health & Safety
Policy Ref:	FHS/02
Responsible Reviewing Officer and Job Title:	Emma Oldale Chief Finance and Operating Officer.
Date Written:	August 2020
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Date of Next Review:	March 2025

1. Introduction

- a. The foundation of health and safety management in the workplace is an organisation's health and safety policy. This document contains a statement of commitment issued by the Board, outlines organisational responsibilities for delivering health and safety in the business and details the processes and procedures, which are implemented. It applies to The Board of Trustees, the local governance committees all staff, pupils and visitors.
- b. This policy will be split into three sections:
 - A policy statement – a statement of commitment to H & S by the Board, which is signed by the CEO and the Chair of the Board.
 - Organisation of Health and Safety - roles and responsibilities that form the framework for a systematic management process.
 - Arrangements – the processes and procedures that support the objectives and deliver a healthy, safe and risk-managed environment irrespective of the prevailing conditions at the time.

2. Purpose and Scope - Part 1 - Statement of Intent

- a. Pickwick Academy Trust is an organisation that not only complies with, but also demonstrates a commitment to the systematic management of Health & Safety (H & S) throughout all areas of its business. The Board of Trustees seek to promote a safe culture in all employees and recognise Health and Safety as a mutual objective for them both. Therefore, it is the duty of the Board to secure as far as is reasonably practicable, the health, safety and welfare of employees, pupils and visitors alike, as far as they come into contact with the trust premises or any of its activities, both during the normal day to day running of the schools and offices across the trust and throughout times of local or national emergency such as the COVID 19 pandemic.
- b. **Aims:** The Board of Trustees will demonstrate their commitment to Health and Safety, in particular the basic requirements of section 2 of the Health and Safety at Work Act and the additional requirements of the Management of Health and Safety at Work regulations by:
 - Aiming to provide a safe, healthy and inclusive working and learning environment for staff, pupils and visitors that maintains and promotes the wellbeing of staff in line with the trust Wellbeing policy
 - Maintaining a progressive interest in Health and Safety, which is supported by the services of external Health and Safety consultants.
 - Ensuring that all staff are enabled to perform their role safely by providing regular, relevant training and supervision, and updates in areas such as First Aid, Fire Training and general Health and Safety awareness.
 - Holding a suite of relevant, compliant and easily accessible H & S policies and procedures which all staff will abide by in support of the

Board of Trustees fulfilling its aims and to ensure that the health and safety of pupils, staff and visitors is safeguarded.

- Investing in sufficient resources to enable commitment to both internal and external audit on a regular basis, ensuring robust risk assessments, prevention checks and emergency procedures are in line with statutory requirements and in place at every school.
 - Consulting and involving employees in Health and Safety matters wherever possible.
 - Receive and review reports on H&S and challenge remedial activities where necessary.
- c. The Board of Trustees believes that the prevention of incidents, accidents, injury or loss is essential to the efficient operation of the trust and the good education of its pupils
- d. The Board of Trustees will, through the establishment of appropriate arrangements and resources, take all reasonable steps to identify hazards and reduce them to a minimum. All staff and pupils must appreciate that their own safety and welfare and that of others depends on individual conduct and vigilance while on the Trust premises or while taking part in external Trust activities. This includes the requirement to report any concerns that they have to a member of the Senior Leadership Team.
- e. The Board recognise that Local Governance Committees (LGCs) have a supporting role in ensuring policy compliance by:
- Assisting with the monitoring arrangements and identifying risks associated with Health and Safety at their school. Supporting resource allocation to improve Health and Safety.
- f. As visitors to sites, LGC members will also take responsibility for their own safety and follow the necessary health and safety arrangements.
- g. The Board also expect that visitors will conduct themselves in a manner in accordance with the duties of staff when engaged in activities associated with the school whether on or off site.
- h. The Health and Safety policy will be reviewed every year.