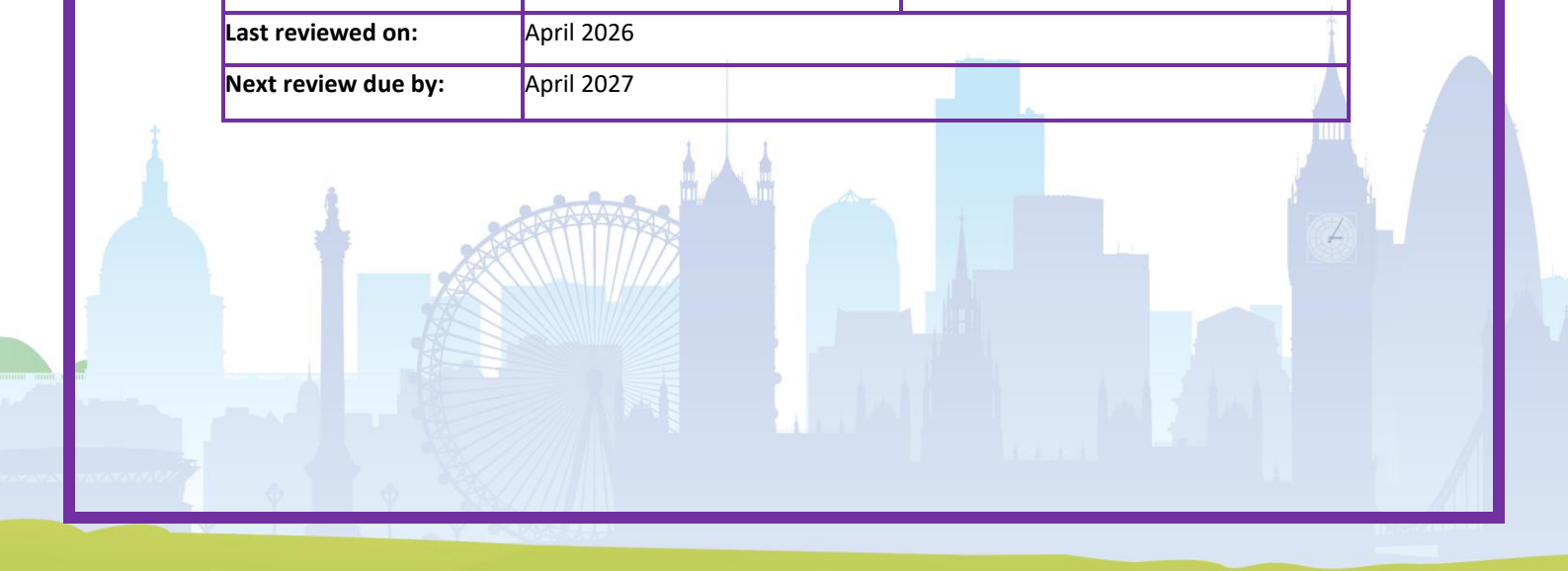




Shoreditch Park Primary School

Health and Safety Policy

Approved by:	Finance & Resource Committee	Date: 14.04.2026
Last reviewed on:	April 2026	
Next review due by:	April 2027	



1. Statement of Intent

The Governing Body and Headteacher are committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of all staff, pupils, visitors and contractors.

We aim to:

- Provide and maintain a safe and healthy learning and working environment.
- Prevent accidents, injuries and work-related ill health.
- Establish safe systems of work for all activities.
- Ensure premises and equipment are maintained safely.
- Have robust emergency procedures in place.
- Promote a positive health and safety culture.
- Continually monitor and improve our health and safety performance.

This policy will be reviewed annually or sooner if significant changes occur.

2. Legislation

This policy is based on DfE and HSE guidance and relevant legislation including:

- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- Control of Substances Hazardous to Health (COSHH) Regulations 2002
- RIDDOR 2013
- Regulatory Reform (Fire Safety) Order 2005
- Work at Height Regulations 2005
- Display Screen Equipment Regulations 1992
- Gas Safety (Installation and Use) Regulations 1998
- EYFS Statutory Framework

3. Roles and Responsibilities

The Governing Body has strategic oversight and ensures adequate resources are allocated.

The Headteacher has overall day-to-day responsibility for health and safety.

The School Business Manager maintains documentation, coordinates fire drills, and oversees contractor compliance.

The Caretaker conducts site inspections and maintains systems.

All staff must take reasonable care of their own health and safety and that of others.

4. Risk Assessment

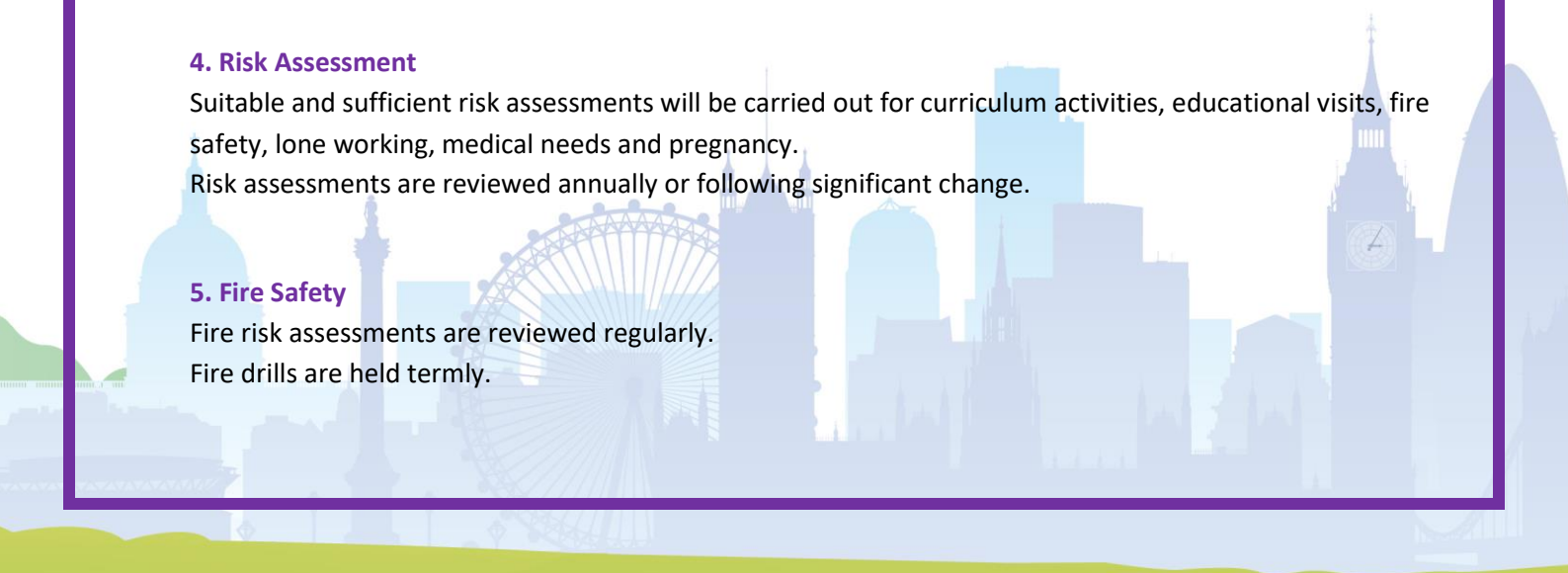
Suitable and sufficient risk assessments will be carried out for curriculum activities, educational visits, fire safety, lone working, medical needs and pregnancy.

Risk assessments are reviewed annually or following significant change.

5. Fire Safety

Fire risk assessments are reviewed regularly.

Fire drills are held termly.



Fire alarms are tested weekly.

Personal Emergency Evacuation Plans (PEEPs) are in place where required.

6. First Aid

Qualified first aiders are displayed around the school.

Paediatric First Aid is available in EYFS and across the school.

Accident forms are completed for all incidents where treatment is given.

Serious incidents are reported in line with RIDDOR requirements.

7. Accident Reporting

All accidents must be recorded.

Reportable incidents are notified to the HSE within required timeframes.

Records are retained for a minimum of 3 years.

8. COSHH

COSHH assessments are completed before hazardous substances are used.

Hazardous products are stored securely and used with appropriate PPE.

9. Equipment & Electrical Safety

Equipment is maintained in accordance with manufacturer guidance.

PAT testing is carried out as required.

DSE assessments are provided for eligible staff.

10. Off-Site Visits

Risk assessments are completed.

A first aider is present.

Medical and emergency contact details are carried.

11. Infection Prevention & Control

The school follows UK Health Security Agency guidance.

Hand hygiene, cleaning regimes and exclusion periods are enforced.

12. Monitoring and Review

Termly inspections are conducted.

Accident data is reviewed.

Policy is reviewed annually by the Finance & Resource Committee.

