



## **Health, Safety and Well Being Policy**

**Adopted by the Trustees of  
Osprey Learning Trust (now Ivy Education Trust)  
on 15 December 2020**

**Reviewed May 2022 and Oct 2022 (see amendment record)**

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## Definitions:

For the purpose of this document:

- a) The Ivy Education Trust is referred to as the 'Trust';
- b) 'School' refers to all schools within the Trust;
- c) 'Pupils' refers to all pupils or pupils being educated or on site at any one of the schools within the Trust.
- d) 'Schools' Leadership' refers to Secondary or Primary Principals, Executive Head Teachers, Head teachers and Heads of School.

## Associated policies:

This policy states in broad terms the Ivy Education Trust's commitment to managing health, safety and wellbeing including, in general terms, how roles and responsibilities are delegated.

The 'arrangements', i.e. the specific measures taken to manage health, safety and wellbeing risks, are documented separately in each school's own Health & Safety Policy document and can be found at Appendices 2 – 6.

The Devon County Council H&S Service remains the 'competent person' under Regulation 7 of the Management of Health & Safety at Work Regulations 1999. As such, the Trust's 'arrangements' will be informed by the Guidance Notes provided by this service. These Guidance Notes are listed in Appendix 1 of this policy.

## **1. STATEMENT OF INTENT**

The Ivy Education Trust recognises its overall responsibility for the health, safety and welfare of all employees, pupils, and others who may be affected by using the Trust premises or participating in Trust sponsored activities.

We regard the promotion of health and safety to be critical to our success and our aim “to provide a safe and healthy working and learning environment for pupils, staff and visitors.” Therefore, we shall in so far as is reasonably practicable, comply with the requirements of the Health and Safety at Work etc Act 1974, its related statutory provisions as well as other common law duties. This includes the duty to put into effect arrangements for health and safety and staff wellbeing together with the resources necessary to carry them out. To this end, section 2 of this policy outlines how the Trust will organise itself for health, safety and wellbeing purposes. This policy is supplemented by establishment specific health and safety arrangements documents which explain specific procedures in detail at a local level.

High standards can only be achieved with the full involvement of the Trust Schools. Schools’ Leadership should be supported with a high degree of commitment from managers, teachers and supervisors as every level.

This policy will be brought to the attention of all members of staff through the induction process for new staff.

An electronic copy is available on the Trust’s website as well as individual schools’ websites. This policy will be reviewed by the Trustee’s on a 3 year cycle.

The Trust believes that integrating sensible health, safety and welfare practices into all of our work/educations related activities will form part of a good education of our pupils; this will effectively control and manage risks.

The Trust Executive Team will review the health and safety policy on an annual basis and bring any revisions to the attention of the Trustees and Trust staff.

## 2. ORGANISATION

This section of the Trust's Health, Safety and Wellbeing Policy establishes and allocates a range of duties and responsibilities to staff at all levels throughout the Trust.

In recognition of the size and diversity of the organisation it is not possible to identify all health and safety arrangements in one document. Arrangements for the management of health and safety are therefore described in separate Health and Safety Arrangements documents which are unique and applicable to each school site found at appendices 2-6.

### Duties of the Board of Trustees

The duties of the Board of Trustees include the duty to produce and regularly review the Health, Safety and Welfare Policy for the Trust. This policy will reflect the requirements of the Health and Safety at Work etc. Act 1974 by outlining arrangements to ensure, so far as is reasonably practicable, the health, safety and wellbeing of staff, pupils and others affected by the organisation. In addition, these strategic duties will include the requirement:

- to monitor both compliance with, as well as the effectiveness of, this policy
- to provide adequate resources to meet the Trust's legal responsibilities as well as compliance with this policy
- to identify a lead Trustee for Health, Safety & Wellbeing who will sit on the **Trust board** and will actively monitor and promote health, safety and wellbeing across the Trust by raising matters with senior leaders as necessary.
- to assist the Trust in discharging its legal obligations, the Trust has appointed the Devon Health, Safety & Wellbeing Service as its 'competent person' as defined by the Management of Health and Safety at Work Regulations 1999.
- The appendices for each Trust school will be reviewed and checked on an annual basis by the nominated Health and Safety Trustee.

### The Chief Executive Officer

The Chief Executive Officer holds the overall executive responsibility for health and safety management arrangements. Such arrangements will be designed and implemented to ensure, so far as is reasonably practicable, the health and safety of all employees and that of the Trust's pupils, contractors, volunteers and members of the public. To achieve these goals, the Chief Executive Officer will:

- set objectives and monitor management performance to verify that school leadership and the Trust Executive Team are meeting their health and safety accountabilities
- ensure that the necessary financial and other resources are provided to meet the Trust's objectives for health, safety and wellbeing
- introduce and participate in appropriate means of consultation and communication with employees and their health and safety representatives.
- ensure that adequate competent health and safety advice and assistance is available to undertake the measures needed to comply with statutory requirements.

### Chief Finance Officer & Chief Operations Officer

The Chief Finance Officer & Chief Operations Officer are senior finance and operations managers within the Trust and as such are responsible for ensuring that the financial infrastructure, systems and resources are available to facilitate the health and safety objectives of the Trust.

In particular, the Chief Finance Officer & Chief Operations Officer will:

- ensure they have sufficient understanding of this policy and its associated arrangements to bring it to the attention of all employees within the Trust.
- provide positive leadership and a visible commitment to the Trust's Health, Safety & Wellbeing Policy commitments.
- co-operate with the Board of Trustees to ensure that this policy and its associated arrangements are implemented and complied with in respect of business and support functions.
- ensure that the necessary financial and other resources are provided so as to facilitate and meet the strategic health, safety and wellbeing objectives of the Trust.
- with each school's Health & Safety Manager, ensure arrangements are in place to monitor health, safety performance within the organisation through establishing systems of inspection, audit and review.
- ensure that health, safety and wellbeing issues are given equal priority with other management issues.
- ensure that arrangements are put in place to report all accidents, incidents, near misses, dangerous occurrences and cases of occupational disease or ill-health in accordance with Trust policy and legal requirements.
- ensure that each site within the Trust has in place current written emergency procedures.
- provide health and safety advice and assistance to school leadership and staff within their schools.
- provide and update the Trust on new legislation, guidance and ACoPs (Approved Codes of Practice)
- put in place arrangements to monitor health, safety performance within the organisation through establishing systems of inspection, audit and review.
- make recommendations for improvements to health & safety management based upon the findings of monitoring activities.
- put in place arrangements to report all accidents, incidents, near misses, dangerous occurrences and cases of occupational disease or ill-health in accordance with Trust policy and legal requirements via the OSHENS system.
- populate and update, in response to audit findings, the health & safety aspects of the Trust's Risk Register.
- assist with accident investigation for selected serious accidents, incidents and cases of ill health, making recommendations on appropriate action.
- provide advice as requested on litigation issues that arise from breaches in this policy.

The Trust continues to engage an external specialist health and safety advisory service from Devon County Council and also commissions an Occupational Health provider externally. Devon Health & Safety Service acts as the Trust's 'competent person' as required by Regulation 7 of the Management of Health & Safety at Work regulations 1999. This policy, along with its associated arrangements, is therefore informed by the guidance and information from this service. A list of these guidance documents is available in Appendix 1.

In relation to occupational health, the external service provider, Medigold, is responsible for providing a range of information, services and advice to the Trust on workplace health and wellbeing needs by:

- providing advice and information relevant to health and wellbeing needs at work.
- advising and assisting managers in managing sickness absence.
- having a robust commitment to compliance with the protection of employee confidentiality.

## Schools' Leadership

To meet the duties and responsibilities delegated by the Chief Executive, Schools' Leadership has the day-to day responsibility for health and safety management within teaching and learning activities and to take all reasonable and practicable steps to secure the health, safety and welfare of all pupils, staff and others using the Trust premises / facilities or attending / taking part in Trust sponsored activities.

The School's Leadership will take all reasonable steps to achieve this through the health and safety co-ordinator, heads of learning / department and supervisory staff. Teaching staff and others as appropriate.

In particular, Schools' Leadership will:

- lead by example, to ensure at all times, the health, safety and welfare of pupils, staff and others using the Trust premises or facilities or attending / taking part in Trust sponsored activities.
- ensure they have sufficient understanding of the Trust's Health, Safety and Wellbeing Policy, as well as the specific arrangements relating to their own school, and bring it to the attention of all academic staff in their establishments.
- ensure that this policy and its associated arrangements are implemented and complied with in respect of teaching and learning activities.
- work to the Trust timetable in respect of monitoring, auditing and reviewing health and safety arrangements within the teaching and learning functions.
- ensure safe working practices and procedures throughout their school including those relating to the provision and use of machinery and other apparatus so that each task is carried out to the required standard and so that all risks are controlled.
- consult with members of staff, including the safety representatives on health and safety issues.
- identify the training needs of pupils and staff and ensure, within the financial resources available, that all pupils and members of staff who have an identified training need receive adequate and appropriate training and instruction in health and safety matters
- communicate the policy and other appropriate health and safety information to all relevant people including contracted staff delivering teaching and learning activities as part of the school curriculum
- ensure that Subject Leaders, Heads of Faculties and other academic staff within their area of responsibility are equipped and trained to undertake risk assessments of any significant hazards presented by teaching and learning activities delivered by these establishments
- ensure that these risk assessments are undertaken in line with the Trust policy arrangements.
- monitor the standard of health and safety throughout the school, encourage pupils, staff and others to achieve the highest possible standards and discipline those who consistently fail to consider their own well-being or the health and safety of others.
- receive reports from enforcement officers and advisory bodies and where appropriate take relevant action to address the issues raised.
- encourage pupils, staff and others to promote health and safety and so suggest ways and means of reducing risks.
- bring deficiencies in premises, or fixed plant or equipment to the attention of the Health & Safety Manager at each Trust site.
- report to the Trust Executive Team any significant risks or policy requirements which cannot be met within the school's budgets.

The Schools' Leadership may delegate tasks to others and authorise others to undertake duties on their behalf but will retain overall responsibility for the implementation and management of proper health and safety controls within the academy on behalf of the Trust.

### **Health and Safety Co-ordinators.**

In addition to the appointment of the Devon Health and Safety Service to act as the Competent Person, and in addition to the general duties which all members of staff have, the health and safety co-ordinator has responsibility for the day to day maintenance and development of safe working practices and conditions for pupils, staff and any other persons using the premises or engaged in activities sponsored by the Trust.

The role of the health and safety co-ordinator is to ensure that the arrangements are in place to cover the foreseeable, significant risks to health and safety arising at the School. To do this the health and safety co-ordinator will:

- co-ordinate and manage the risk assessment process for the Trust to allow the prompt identification of hazards.
- co-ordinate general workplace monitoring inspections and performance monitoring processes.
- keep records of all health and safety related activities.
- ensure that staff are adequately instructed in health, safety and welfare matters in connection with their specific workplace and the Trust generally.
- ensure that any defects in the premises, its plant, equipment or facilities which relate to or may affect the health and safety of pupils, staff, and others are made safe without delay.
- collate accident and incident information and, when necessary, carry out accident investigations.
- arrange periodic reviews and safety audits on the findings of the health and safety management system.
- advise the Schools Leadership of situations or activities that are potentially hazardous to the health and safety, of staff, pupils and visitors.
- carry out any other devolved functions assigned by the Schools Leadership or Trust Executive Team.

### **Heads of Faculties/ Subject Leaders/ Premises Staff / Catering Managers**

Heads of Faculties/ Subject Leaders / Premises Staff / Catering Managers in so far as is reasonably practicable is responsible at all times and in varying degree for the health and safety of all persons within their area of responsibility (including staff, pupils, visitor, volunteers, temporary staff, contractors and the general public). Each must be aware of and comply with relevant Trust health and safety and wellbeing policies as well as the specific guidance applying to their work activities. In discharging these duties, they may be assisted by the health and safety co-ordinator. They are directly responsible to the Schools Leadership. They must:

- apply the arrangements described in this health and safety policy to their own establishment, department or area of work, including the arrangements described in any associated guidance notes.
- undertake risk assessments for the people, work areas, equipment and substances and work activities for which they are responsible, that the findings are recorded in writing and that identified control measures are implemented as described.
- ensure that appropriate safe working procedures are brought to the attention of all staff under their control and are enforced effectively.

- provide sufficient information, instruction, training and supervision to enable staff and pupils to avoid hazards and contribute positively to their own health and safety. They must ensure that staff under their control are aware of and follow any externally adopted health and safety guidance.
- ensure that all equipment within their area of responsibility is maintained in a safe condition via a process of inspection and maintenance.

Heads of Faculties/ Subject Leaders / Premises Staff / Catering Managers manage the day to day health and safety and wellbeing of people by ensuring all the activities undertaken under their control comply with the Trust's health and safety arrangements. Sensible health and safety management is not necessarily about eliminating all risks but controlling them to a level as low as is reasonably practicable and maintaining that control.

### **School Managers/ Administrators**

To meet the duties and responsibilities delegated by school leadership and the Trust Executive Team, the School Managers and Administrators of each school have day-to-day responsibility for health and safety management within the business and support functions.

In particular, School Managers/Administrators will:

- ensure they have sufficient understanding of the Trust's Health, Safety and Wellbeing Policy, as well as the Health & Safety Arrangements document relating to each establishment and bring it to the attention of all support staff within their establishments.
- ensure that this policy and its associated arrangements are implemented and complied with in respect of business and support functions.
- cooperate with Trust Health & Safety Co-ordinator in respect of monitoring, auditing and reviewing health and safety arrangements within the business and support functions
- assist the Health & Safety Manager for each school with the identification of training needs within the establishment to ensure that staff are competent to fulfil their respective job roles within the business and support functions.
- take all reasonable precautions to provide a healthy and safe working environment.
- ensure that health, safety and wellbeing issues are given equal priority with other management issues at regular management or quality review meetings.
- ensure that all accidents, incidents, near misses, dangerous occurrences and cases of occupational disease or ill-health are recorded in accordance with Trust policy.
- report to the Local Governing Board as required on accidents records and statistics.
- ensure that support staff managers within their establishment are equipped and trained to undertake risk assessments of any significant hazards presented by work activities undertaken within these establishments.
- ensure that these risk assessments are undertaken in line with Trust policy arrangements.
- have in place current written emergency procedures for each site or workplace, including lockdown arrangements.
- where the establishment shares facilities with other organisations, ensure that there are arrangements for communicating and co-ordinating effective emergency planning.

### **Duties of all Members of Staff**

Under the Health and Safety at Work Act etc. 1974 all employees have general health and safety responsibilities; they are obliged to take care of their own health and safety whilst at work along with that of others who may be affected by their actions. This also applies to volunteers who are under the control of the Trust.



To that end, they must assist the Trust in achieving its health and safety objectives by

- taking reasonable care for the health and safety of themselves and others in undertaking their work.
- complying with the Trust's Health, Safety and Welfare Policy arrangements at all times.
- reporting all accidents and incidents, however minor to their supervisor or line manager in line with the reporting procedure.
- co-operating with the Trust Executive Team, where applicable, on all matters relating to health and safety.
- not intentionally interfering with or misusing any equipment or fittings provided in the interests of health safety and welfare.
- reporting all defects in the condition of premises or equipment and any health and safety concerns immediately to their line manager.
- ensuring that they only use equipment or machinery that they are competent / have been trained to use.
- undertaking works tasks in accordance with training including making use of all necessary control measures and personal protective equipment provided for reasons of safety or health.

By setting a good example to others, always behaving in a responsible manner and never instigating or participating in any form of reckless behaviour will ensure that a safe and enjoyable working / learning environment is maintained for the good of all users of the Trust.

## **Pupils**

Pupils, in accordance with their age and aptitude, are expected to:

- exercise personal responsibility for the health and safety of themselves and others.
- observe standards of behaviour and dress consistent with safety and/or hygiene.
- observe all the health and safety rules of the school and, in particular, the instructions of staff given in an emergency.
- not wilfully misuse, neglect or interfere with facilities or equipment provided for their and others' health and safety.

## **Contractors and Partner Organisations**

All contractors and partner organisations delivering services on trust property will be made aware of this policy and associated emergency procedures. To ensure that the Trust meets its own statutory requirements, it is expected that contractors and partners working with the Trust, will:

- undertake work activities in line with agreements and documented procedures and co-operate with Trust policies in all relevant matters.
- identify and control any risks arising from their activities and inform the Trust management of any risk that may affect the staff, pupils and visitors.

In instances where the contractor creates hazardous conditions and refuses to eliminate them or take measures to make them safe, Trust Executive Team will take such actions as are necessary to prevent staff, pupils and visitors being put at risk from injury.

## **Premises used for purposes not under the direction of the Schools Leadership**

When premises are used for purposes not under the direction of the Schools Leadership then the person in charge of the activities for which the premises are in use will have responsibility for the safe practices undertaken.

The Trust's Executive Team will seek to ensure, or delegate the responsibility to a named person, that hirers, contractors and others who use the academy premises conduct themselves and carry out their operations in such a manner that all statutory and advisory safety requirements are met at all times.

When the Trust's premises or facilities are being used outside of normal Trust hours for a Trust sponsored activity then, for the purposes of the policy, the organiser of that activity, even if an employee will be treated as a hirer and will comply with the requirements of this.

When the premises are hired to persons outside of the employment of the Trust, it will be a condition for all hirers, contractors and others using the Trust's premises or facilities to familiarise themselves with this policy, to comply with all safety directives and that they will not without the prior consent of the Trust:

- Introduce equipment for use on the Trust premises.
- Alter fixed installations.
- Remove fire and safety notices.
- Take any action that may create hazards for persons using the premises or the staff or pupils of the Trust.

### 3. ARRANGEMENTS

Due to the size and diversity of the Trust it is not possible to identify all health, and safety arrangements in one document. This policy is therefore supplemented by establishment specific Health and Safety Arrangements documents for each school within the Trust which explain specific arrangements in detail at a local level. These are found at Appendices 2 - 6.

### 4. REVIEW OF THIS POLICY

This policy will be reviewed every year by the Board of Trustee's, or sooner if changes are made to current legislation.

Date/Version	Summary	Contact	Date of Next Review
December 2020/V1	New policy. Rewritten to reflect the expanded Trust.	SD	
May 2022/V2	Yearly review – staffing updated for Exeter Road Site and review cycle amended to annual.	SD	As required and no later than May 2023.
Oct 2022	Update staffing for Exeter Road site.	NH	As required and no later than May 2023.
Oct 2022	Inclusion of NAC, DAW and STA schools following merger with Estuaries MAT and rename to Ivy Education Trust.	NH	As required and no later than May 2023.

## APPENDIX 1 – Health & Safety Guidance Notes from *Devon Health & Safety Service*

HSA01	Accident Information	HSA33	Mobile Phones
HSA02	Agency and Temp Workers	HSA34	Moving and Handling – Objects
HSA03	Art and Pottery Safety	HSA35	Moving and Handling – People
HSA04	Asbestos	HSA36	Music Safety
HSA05	Auditing and Monitoring	HSA37	Noise
HSA06	Caretaking and Cleaning Safety	HSA38	Office Safety
HSA07	Construction, Design & Management	HSA39	Organising Major Events
HSA08	Consultation and Communication	HSA40	Personal Protective Equipment
HSA09	Contractors – selection and control of	HSA41	Personal Safety
HSA10	COSHH	HSA42	Physical Education
HSA11	Design and Technology	HSA43	Playground Safety
HSA12	Display Screen Equipment	HSA44	Premises Management
HSA13	Drama Safety	HSA45	Pressure Systems
HSA14	Drugs and Alcohol	HSA46	Primary Curriculum Activities
HSA15	Educational Visits	HSA47	Risk Assessment
HSA16	Electrical Safety	HSA48	Safety Signs
HSA17	Emergencies	HSA49	Science Safety
HSA18	Fire Safety	HSA50	Security
HSA19	First Aid	HSA51	Slips and Trips
HSA20	Gas Safety	HSA52	Stress
HSA21	Grounds Maintenance Safety	HSA53	Swimming Pool Safety
HSA22	Hand Arm Vibration	HSA54	Teleworking
HSA23	Health Issues for Young Service Users	HSA55	Training
HSA24	Health Issues for Staff	HSA56	Transport
HSA25	ICT Safety	HSA57	Volunteer Safety
HSA26	Infection Control	HSA58	Work Equipment
HSA27	Kitchen Safety	HSA59	Work Experience
HSA28	Legionella	HSA60	Working at Height
HSA29	Library Safety	HSA61	Pandemic Flu
HSA30	Lifting Equipment	HSA62	Early Years

## **Appendix 2 – Cockwood Site Specific Arrangements**

The health and safety coordinator is Lorraine Curry/Sue Jago

**Risk Assessment**

**Accident/Incident Reporting**

**Asbestos**

**Communication & Training**

**Consultation**

**Contractors**

**Curriculum Activities**

**Display Screen Equipment**

**Fire Safety**

**First Aid**

**Kitchen**

**Legionella**

**Lettings**

**Maintenance**

**Medication**

**Monitoring**

**Moving and Handling**

**Personal Safety and Security**

**Radioactive Sources**

**Radon**

**Stress/Wellbeing**

**Tree Safety**

**Work Experience**

**Work at Height**

## **Appendix 3 – Kenn Site Specific Arrangements**

The health and safety coordinator is Lorraine Curry/Brigitte Hawkins

### **Risk Assessment**

### **Accident/Incident Reporting**

### **Asbestos**

### **Communication & Training**

### **Consultation**

### **Contractors**

### **Curriculum Activities**

### **Display Screen Equipment**

### **Fire Safety**

### **First Aid**

### **Kitchen**

### **Legionella**

### **Lettings**

### **Maintenance**

### **Medication**

### **Monitoring**

### **Moving and Handling**

### **Personal Safety and Security**

### **Radioactive Sources**

### **Radon**

### **Stress/Wellbeing**

### **Tree Safety**

### **Work Experience**

### **Work at Height**

## **Appendix 4 – Kenton Site Specific Arrangements**

The health and safety coordinator is Lorraine Curry/Brigitte Hawkins

**Risk Assessment**

**Accident/Incident Reporting**

**Asbestos**

**Communication & Training**

**Consultation**

**Contractors**

**Curriculum Activities**

**Display Screen Equipment**

**Fire Safety**

**First Aid**

**Kitchen**

**Legionella**

**Lettings**

**Maintenance**

**Medication**

**Monitoring**

**Moving and Handling**

**Personal Safety and Security**

**Radioactive Sources**

**Radon**

**Stress/Wellbeing**

**Tree Safety**

**Work Experience**

**Work at Height**

## **Appendix 5 – TCS Mill Lane Site Specific Arrangements**

The health and safety coordinator is Annabelle Thomas/Andrew Webber

**Risk Assessment**

**Accident/Incident Reporting**

**Asbestos**

**Communication & Training**

**Consultation**

**Contractors**

**Curriculum Activities**

**Display Screen Equipment**

**Fire Safety**

**First Aid**

**Kitchen**

**Legionella**

**Lettings**

**Maintenance**

**Medication**

**Monitoring**

**Moving and Handling**

**Personal Safety and Security**

**Radioactive Sources**

**Radon**

**Stress/Wellbeing**

**Tree Safety**

**Work Experience**

**Work at Height**

## **Appendix 6 – TCS Exeter Road Site Specific Arrangements**

The health and safety coordinator is Rachel Wickham/Robin Cheeseman

**Risk Assessment**

**Accident/Incident Reporting**

**Asbestos**

**Communication & Training**

**Consultation**

**Contractors**

**Curriculum Activities**

**Display Screen Equipment**

**Fire Safety**

**First Aid**

**Kitchen**

**Legionella**

**Lettings**

**Maintenance**

**Medication**

**Monitoring**

**Moving and Handling**

**Personal Safety and Security**

**Radioactive Sources**

**Radon**

**Stress/Wellbeing**

**Tree Safety**

**Work Experience**

**Work at Height**



## **Appendix 7 – Starcross Primary School Site Specific Arrangements**

The health and safety coordinator is Emma Lewry/Simon Broom

**Risk Assessment**

**Accident/Incident Reporting**

**Asbestos**

**Communication & Training**

**Consultation**

**Contractors**

**Curriculum Activities**

**Display Screen Equipment**

**Fire Safety**

**First Aid**

**Kitchen**

**Legionella**

**Lettings**

**Maintenance**

**Medication**

**Monitoring**

**Moving and Handling**

**Personal Safety and Security**

**Radioactive Sources**

**Radon**

**Stress/Wellbeing**

**Swimming Pool**

**Tree Safety**

**Work Experience**

**Work at Height**

## **Appendix 8 – Newton Abbot College Site Specific Arrangements**

The health and safety coordinator is Amy Grashoff/Jason Moore

**Risk Assessment**

**Accident/Incident Reporting**

**Asbestos**

**Communication & Training**

**Consultation**

**Contractors**

**Curriculum Activities**

**Display Screen Equipment**

**Fire Safety**

**First Aid**

**Kitchen**

**Legionella**

**Lettings**

**Maintenance**

**Medication**

**Monitoring**

**Moving and Handling**

**Personal Safety and Security**

**Radioactive Sources**

**Radon**

**Stress/Wellbeing**

**Tree Safety**

**Work Experience**

**Work at Height**

## **Appendix 9 – Dawlish College Site Specific Arrangements**

The health and safety coordinator is Kate Bukowski/Simon Broom

**Risk Assessment**

**Accident/Incident Reporting**

**Asbestos**

**Communication & Training**

**Consultation**

**Contractors**

**Curriculum Activities**

**Display Screen Equipment**

**Fire Safety**

**First Aid**

**Kitchen**

**Legionella**

**Lettings**

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