

Health and Safety Policy ver.13 2023-24

Change Summary

Page 6. Change of wording and additional wording

SECTION 1 – STATEMENT OF INTENT

Change from: -

The Board of Directors of the Plymouth CAST Multi Academy Trust will strive to achieve the highest standards of health, safety, and welfare consistent with their responsibilities under the *Health and Safety at Work etc. Act 1974* and other statutory and common law duties.

Change to: -

The Board of Directors of the Plymouth CAST Multi Academy Trust will strive to achieve the highest standards of health, safety, and welfare consistent with their responsibilities under the *Health and Safety at Work etc. Act 1974* ~~and other statutory and common law duties~~ **as well as those areas listed in the current *Department for Education* guidance for school health and safety policies.**

Page 15. Additional wording

SECTION 2 - ORGANISATION

2.7 The Duties of Heads of Departments, Team Leaders, and Supervisory Staff

Addition: -

They must ensure that: -

- they apply the arrangements described in this Health and Safety Policy to their own department or area of work, including the arrangements described in any associated guidance notes.
- staff they line manage or supervise are aware of and follow any externally adopted health and safety guidance, **and that they have undertaken a departmental health and safety induction.**

Page 18. Change of wording and additional wording

SECTION 3 – SYSTEM

3.1 System

Change from: -

- should a school need to produce a risk assessment from scratch; full guidance and templates will always be provided by Devon County Council Health and Safety Team via the OSHENS system.

Change to: -

- Should a school need to produce a risk assessment from scratch; full guidance and templates will ~~always~~ be provided **for most situations** by **the** Devon County Council Health and Safety

~~Team~~ Service via the OSHENS system. In addition, a blank template (RAA01) is also available and can offer guidance on key points which should be considered within a risk assessment.

Page 19. Additional wording

SECTION 4 – ARRANGEMENTS

4.1 OSHENS

Addition: -

Guidance and information on the subjects below is available within the OSHENS system Document Library. Please refer to page 35 of this policy for a list of useful risk assessments.

Page 25. Additional wording

SECTION 4 – ARRANGEMENTS

4.10 Fire and Emergencies

Addition: -

Where a member of staff is responsible for writing the school's RAA08 Fire Risk Assessment, they must be competent and have received suitable and sufficient fire risk assessment training provided by the Devon Health and Safety Service.

Where this arrangement is not possible or suitable, the Head Teacher must use the professional help and support of the Devon Health and Safety Service to complete the school RAA08 Fire Risk Assessment.

Page 26. Additional wording

SECTION 4 – ARRANGEMENTS

4.11 First Aid

Addition: -

The Department of Education's, '***Statutory Framework for the Early Years Foundation Stage***' requires that at least one person who has a current Paediatric First Aid certificate (PFA) must be on the premises and available at all times when children under 5 are present and must accompany children under 5 on outings.

Page 31. Removal of wording and additional wording

SECTION 4 – ARRANGEMENTS

4.19 Moving and Handling

Change from: -

All moving and handling of students will be risk assessed by a competent person and recorded in

a specific Handling Plan for the individual concerned. The format found in the *HSA0035 Moving and Handling People Arrangements* will be used. All staff who move and handle students will receive appropriate training both in the controls listed in the Handling Plan, and specific training on any lifting equipment that they may be required to use.

Change to: -

All moving and handling of students will be risk assessed by a competent person and recorded in a specific Handling Plan for the individual concerned. **The RAA16 risk assessment can be used for this purpose and further information is available within the *HSA35 Moving and Handling of People Arrangements Note*.** ~~The format found in the *HSA0035 Moving and Handling People Arrangements* will be used.~~ All staff who move and handle students will receive appropriate training both in the controls listed in the Handling Plan, and specific training on any lifting equipment that they may be required to use.

Page 29. Additional wording

SECTION 4 – ARRANGEMENTS

4.18 Monitoring (AUDITING)

Addition: -

When a new Head Teacher is appointed to a school, then a Health and Safety Review may be conducted with the first 6 months of appointment when deemed necessary.

Page 37. Additional wording

SECTION 4 – ARRANGEMENTS

4.28 Training

Addition: -

Any member of staff writing the RAA08 Fire Risk Assessment must be competent and have received suitable and sufficient fire risk assessment training provided by the Devon Health and Safety Service.