

FAUGHANVALE PRIMARY SCHOOL



HEALTH AND SAFETY POLICY 2018

Signature of Chair of Board of Governors: _____

Signature of Principal: _____

Date: February 2018

Review due: February 2020

Article 24: You have the right to the best health possible and to medical care and information.



Fire Drill – Continuous ringing bell.

- Evacuate building
- Children line up on grass below school gate away from school
- Roll call
- Fire extinguishers strategically located

Safety

Electrical equipment is checked regularly – proper fuses etc

Road safety lessons – in class and at assembly on a cyclical basis.

Constant supervision of children by teachers, adults, supervisors, in the playground, classrooms, assembly hall.

High standard of good behaviour expected. All teachers involve themselves in enforcing this not just with their own class but in dealing with incidents involving other pupils throughout the school.

Standard procedure for reporting accidents – as referred to in the Discipline Policy.

Health problems eg. Asthma – instructions from parents at induction meeting. Up to date medications kept in a safe but easily accessible place in the case of emergencies eg. Nut allergies.

Emergency contact numbers available.

Dangerous substances

These should be kept locked in the Care-taker's store.

First Aid Kit

This is located in the office and is equipped with basic supplies which are listed and kept stocked. It is the responsibility of every member of staff to ensure that if they use any particular last item, that they inform the Secretary in order to keep the kit well stocked.

PE and Outdoor equipment

This is subject to regular checks by the EA.

Contact officer in charge of health & Safety at EA to raise awareness of any safety hazards.

Transport to and from school

We encourage the use of seat belts where fitted.

Parents and visitors are asked to park safely in and around the grounds.

All staff must be vigilant of potential dangers with children regarding road safety.

Whilst the children are at school we assume the primary role of carers. In line with our Pastoral Care Policy we aim to safeguard them from harm throughout the day.

Emergency Evacuation

In the event of a fire or electrical fault or other unforeseen emergency the following actions shall occur.

- Continuous ringing bell
- Teachers lead children out of class and bring a class registration sheet with them
- Nobody stops to collect coats, bags etc
- Children line up on playground at school gate
- Each teacher calls the roll
- Stay calm at all times
- Wait until it is safe to re-enter the school

FIRE AND OTHER EMERGENCY PROCEDURES

Fire drills are held once each term

Fire Drill – continuous ringing bell

- Stay calm at all times
- Evacuate building
- Teachers lead children out of class and bring a registration form with them
- Nobody stops to collect coats, bags etc
- Children line up on grass below school gate – away from school
- Teachers call the roll for their class
- Fire extinguishers strategically located
- Wait until it is safe to re-enter the school
- Children who are with other teachers or members of staff during the fire bell must be accompanied by that person to his/her class in the playground.