

HEALTH AND SAFETY POLICY

School Health and Safety policy statement

One of the primary concerns of the proprietors and management of d'Overbroeck's is that the School should, so far as is reasonably practicable, provide and maintain a healthy and safe environment for all those who come to the School. This concern extends to all members of staff, to all students, to all those who visit the School and to all outside workers and contractors.

Legal obligations of employers

In setting out their commitment to these aims, the proprietors are mindful of their legal obligations. Under the provisions of the Health and Safety at Work Act 1974 (together with subsequent amendments, subsidiary legislation and regulations), the proprietors have a duty as employers to conduct their business in such a way as to ensure, so far as is reasonably practicable, that all those who may be affected by their business activities – whether or not they are employees – are not exposed to risks to their health and safety. The prevention of illness and accidents is essential to the efficient operation of the School and to the good education of its students.

Health and Safety Director

In order to ensure that the School's health and safety aims are met, the proprietors have appointed a Health and Safety Director who will hold overall responsibility for the management of health and safety throughout the School, for ensuring that adequate practical arrangements are made and for monitoring the effectiveness of these measures. Currently the Bursar has been appointed Health & Safety Director.

Responsibilities of all staff and students

The arrangements outlined in this statement and the various other safety provisions made from time to time cannot by themselves prevent accidents or ensure safe and healthy working conditions: the adoption of safe methods of work and good practice by every individual is also necessary. Every reasonable step to identify and reduce hazards to a minimum will be taken, but all staff and students must appreciate that their own safety and that of others depends also upon their individual conduct and vigilance.

Consultation with staff

In order to take proper account of the views and concerns of members of staff on health and safety issues, these subjects will be a standing item on the agenda of meetings of the School's Staff Group. Members of the Group will be invited to raise health and safety matters at any Group meeting, or directly with the Principal, or the Health and Safety Director at any time. The Group will also be asked to comment on matters raised by the Health and Safety Director.

Individual members of staff are encouraged to make their concerns known immediately and directly to a senior member of staff whenever they feel there is a threat to health and safety. In addition, members of staff should feel free to make suggestions where they feel that a policy or procedure could be improved. Individuals will be consulted before being allocated particular health and safety duties, and will also be consulted whenever a change in working practices (for example, the introduction of new machinery or equipment) may raise new health and safety issues.

Information, training and expert advice

Supervision, training and instruction will be provided to enable members of staff and students to perform their school activities in a healthy and safe manner. Advice from outside experts will be sought on areas of particular concern where appropriate. Recently the School has appointed Mentor as their health & safety consultants.

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