# HEALTH & SAFETY POLICY

Blundell's
PREPARATORY SCHOOL

Blundell's
FOUNDED 1604

# HEALTH AND SAFETY POLICY

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| **Policy Name:** | Health & Safety Policy |
| **Applicable to:** | Preparatory School & Senior School |
| **Name of Sponsor:** | Bursar |
| **Date of Last Review:** | 8th September 2025 |
| **Date for Next Review:** | 8th September 2026 |
| **Governing Body Oversight:** | Yes |
| **Date Approved by Governing Body:** | 28th November 2025 |
| **Next Review by Governing Body:** | 27th November 2026 |
| **Published Internally:** | Yes |
| **Published on School Website:** | Yes |

## POLICY AMENDMENTS

| Date of Amendment | Material Details |
|---|---|
| 8th September 2025 | Annual Review & Updated Statement of Intent |
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## HEALTH AND SAEFTY POLICY

## PART ONE | INTRODUCTION

### Statement of Intent

1. The Governing Body, the leadership team and all staff at Blundell's School are committed to ensuring that the health, safety and welfare of all pupils and members of the Blundell's Community, including boarders and those visiting or working at the School, is safeguarded.
2. The aim of the Health & Safety Policy is to provide an appropriate framework and controls to enable the School to manage health & safety in line with all relevant legislation and best practice.
3. This policy applies to the whole Blundell's Community, including all pupils, governors, staff, volunteers, contractors and visitors. It encompasses all physical locations under School control.
4. The **Statement of Intent** at **Annex A** will be prominently posted around the School.
5. This full Health & Safety Policy is publicly available on the school website and available on request.

### Legal and Regulatory Framework

6. This policy is designed to ensure compliance with the following statutory and regulatory frameworks:
    a. **Independent School Standards Regulations 2014**. Requires proprietors to have a written risk assessment policy and to ensure that appropriate action is taken to reduce risks identified.
    b. **National Minimum Standards for Boarding Schools 2022**. Requires that the safety and welfare of boarders, potentially harmful activities, and sleeping accommodation should be adequately risk assessed, with appropriate measures implemented to manage identified risks.
    c. **Equality Act 2010**. Requires the School to make reasonable adjustments so that disabled pupils are not at a substantial disadvantage. This duty extends to Health and Safety standards.
    d. **DfE guidance on First Aid in Schools**. Requires Schools to carry out a risk assessment to determine what first aid provision is needed, considering the specific circumstances of the School and its activities.
    e. **Keeping Children Safe in Education (KCSIE) Statutory Guidance**. Requires Schools to adopt a child-centred approach to safeguarding, with clear risk assessment processes to identify and mitigate potential harms to children's welfare.
    f. **Health and Safety at Work Act 1974**. Requires employers to ensure, so far as is reasonably practicable, the health, safety, and welfare of employees and others who may be affected by their activities.
    g. **Management of Health and Safety at Work Regulations 1999**. **Regulations 3 and 16.** Requires employers to assess risks to the health & safety of their employees, including specific provisions for new and expectant mothers, and to implement appropriate control measures.
    h. **Control of Asbestos Regulations 2012. Regulation 4**. Requires employers to carry out an Asbestos Risk Assessment to identify the presence of asbestos in premises and manage associated risks.
    i. **Control of Substances Hazardous to Health (COSHH) Regulations 2002**. **Regulation 6.** Requires employers to assess the risk to workers from substances hazardous to health and implement appropriate control measures.
    j. **Health and Safety (Display Screen Equipment) Regulations 1992**. **Regulation 2.** Requires employers to assess the health & safety risks that display screen equipment pose to staff and implement appropriate controls.
    k. **Regulatory Reform (Fire Safety) Order 2005**. **Regulation 9**. Requires fire risks to be assessed and appropriate fire safety measures to be implemented.

l. **Manual Handling Operations Regulations 1992**. **Regulation 4**. Requires employers to conduct a risk assessment for manual handling operations and implement appropriate control measures.

m. **Work at Height Regulations 2005**. This requires employers to conduct risk assessments to identify measures needed to ensure that work at height is carried out safely.

n. **Safeguarding Vulnerable Groups Act 2006**. This requires appropriate safeguarding measures for activities involving vulnerable individuals, including proper risk assessment processes.

o. **Children Act 1989 and 2004**. Establishes the legal framework for the care and protection of children, requiring organisations to consider risks to children's welfare in all activities.

p. **GDPR and Data Protection Act 2018**. Requires organisations to conduct risk assessments regarding the processing of personal data and implement appropriate safeguards.

q. **EYFS Statutory Framework**. Requires the School, as an EYFS setting, to ensure there is a 'quality workforce in place focused on learning and development and heath & safety' including the 'safety and suitability of premises, environment and equipment'.

7. In addition, this Policy should be read in conjunction with the following **School Policies**:
   a. Risk Management Policy;
   b. Safeguarding Policies;
   c. Accessibility Policy and Plan;
   d. Fire Safety Policy;
   e. Educational Visits Policies; and
   f. Critical Incident Policy.
8. This Policy is supported by **Internal Estates Procedures**, available on the school intranet:
   - EP 01 Portable Appliance Testing (PAT)
   - EP 02 Legionella
   - EP 03a Fire Door Inspection
   - EP 03P Fire Safety
   - EP 03S Fire Safety
   - EP 04 Asbestos
   - EP 05 Lightning Protection
   - EP 06 Emergency Lighting
   - EP 07 Fixed Electrical Installations
   - EP 08 Fire Alarm System
   - EP 09 Lighting
   - EP 10 Lift Installations
   - EP 11 Structural Safety of Buildings
   - EP 12 Gas Installation Safety
   - EP 13 Contractor Access
   - EP 14 Local Exhaust Ventilation
   - EP 15 Safety of Pressure Systems
   - EP 16 Permit to Work
   - EP 17 Control of Noise at Work
   - EP 18 COSHH
   - EP 19 Lone Working
   - EP 20 Risk Assessment
   - EP 21 Swimming Pool
   - EP 22 Site Set Up
   - EP 23 Air Conditioning Ventilation Systems
   - EP 24 Eye Care Procedure
   - EP 25 Accidents
   - EP 26 Workstation Assessment Procedure

## PART TWO | RESPONSIBILITIES

### Board of Governors

1. The ultimate responsibility for pupil, staff, visitors' and contractors' health, safety and welfare rests with the Governing Body.
2. To that end, the Governing Body are responsible for:
    a. Determining and evaluating, the School's health & safety standards and approach;
    b. Ensuring that legal obligations in relation to this policy are met;
    c. Providing strategic oversight of health & safety management, policies, and resourcing;
    d. Ensuring compliance with health & safety regulatory requirements;
    e. Ensuring that health & safety is considered in all decision making;
    f. Ensure that health & safety is adequately resourced;
    g. Ensure that all staff are adequately trained in health & safety;
    h. Driving the continuous improvement of health & safety standards; and
    i. Reviewing and approving major health & safety decisions and making decisions on health & safety risks that fall outside the School's established risk appetite.
3. To enable the discharge of these responsibilities:
    a. The Governing Body has appointed a Health & Safety Governor who attends the Health, Safety and Risk (HSR) Strategy Group and ensures Governors are informed on Health, Safety and Risk matters;
    b. The Governance Committee receive and review termly minutes and reports from the HSR Committee and the HSR Strategy Group;
    c. The Governance Committee reviews the Strategic Risk Register termly, which incorporates health & safety risks;
    d. The Governance Committee reports matters of concern to the Governing Body; and
    e. The Governing Body works closely with the Head and SET to support sensible health & safety management and challenge, as appropriate.
    f. The Governing Body ensure that health, safety and welfare is adequately resourced, prioritised and protected;
    g. The Governing Body review the Health and Safety Policy at least annually, and as required.

### The Head

4. The Governing Body has delegated the day-to-day running of the School, including the responsibility for pupil, staff, visitor and contractor health, safety and welfare to the Head.
5. To that end, the Head is responsible for:
    a. Supporting the Governing Body in the discharge of the responsibilities outlined above;
    b. Effective implementation of this policy;
    c. Keeping the Governing Body informed about the implementation of this policy;
    d. Ensuring that health, safety and welfare is adequately resourced, prioritised and protected;

e. Ensuring that key staff have clearly established roles, responsibilities and training in relation to this policy;

f. Sourcing and following advice from suitably qualified Heath & Safety consultants, where appropriate;

g. Leading the implementation of health & safety policies, creating a culture of safety, and driving health & safety management strategies;

h. Ensuring that health & safety is considered in all decision making;

i. Ensuring that health & safety is considered in relation to the School's duties under the Equality Act 2010;

j. Overseeing critical health & safety assessments and ensuring transparent communication about school health & safety;

k. Ensuring that where concerns about a pupil's welfare are identified, the health & safety implications are appropriately managed;

l. Ensuring that standards of pupil wellbeing and welfare at the School are regularly monitored both at an individual level and across the whole School community to identify trends and issues of concern and to improve systems to manage these;

m. Ensuring that plans for business continuity are in place; and

n. Sitting on the HSR Strategy Group.

### The Bursar

6. The Bursar is delegated responsibility by the Head for the day-to-day implementation of this policy and management of the Strategic Risk Register.

7. Specific responsibilities include:

   a. Maintaining the Strategic Risk Register and ensuring it is regularly updated and includes Heath & Safety risks;

   b. Overseeing the School's health & safety management processes;

   c. Providing guidance on health & safety management issues;

   d. Ensuring appropriate insurance arrangements are in place;

   e. Reporting to the Head and Governing Body on health & safety matters;

   f. Overseeing the development and delivery of health & safety training; and

   g. Sitting on the HSR Strategy Group and Chairing the HSR Committee.

### The Second Master

8. The Second Master has responsibilities regarding daily effective implementation of the Health & Safety Policy.

9. Specific responsibilities include:

   a. Day to day responsibility for the implementation of pupil safety procedures;

   b. Risk assessments relating to boarding, teaching and welfare of pupils;

   c. Risk Assessments relating to educational visits and trips;

   d. Catering safety in boarding houses and areas outside the control of the catering department;

   e. Investigating accidents, incidents and near misses, to prevent reoccurrence;

f. Arranging term time fire evacuations with the Fire Safety Officer;

g. Analysis and tracking of accident and incident reports relating to pupils; and

h. Ensuring that pupils, academic staff and visitors are aware of this policy and precautions to follow.

### The Senior Executive Team (SET)

10. The Senior Executive Team is responsible for:

a. Implementing the health & safety strategy within their areas of responsibility;

b. Identifying, assessing, and managing significant health & safety hazards within their areas;

c. Ensuring that appropriate health & safety assessments are conducted for activities under their control;

d. Promoting a safety-conscious culture within their teams; and

e. Sitting on the HSR Strategy Group.

### The Health and Safety Officer

11. The Chief Operating Officer is the Health & Safety Officer and is responsible for:

a. Day to day implementation of health & safety procedures and this policy;

b. Acting as Deputy Chair of the HSR Committee.

c. Overseeing the implementation of health & safety processes across all operational functions;

d. Ensuring that appropriate resources are allocated to health & safety activities;

e. Ensuring all staff are adequately trained in Heath & Safety matters;

f. Implementing, monitoring and reviewing training procedures with the Chief People Officer;

g. Overseeing implementation of workplace adaptations in line with risk assessments and needs identified by the Chief People Officer for staff returning to work from illness/injury, including pregnant workers, new mothers and workers with medical conditions and special needs.

h. Overseeing implementation of adaptations to the physical environment required by the School's Accessibility Policy and Plan, in line with Equality Act 2010.

i. Ensuring staff and visitors are aware of the on-site procedures and the precautions to follow;

j. Instructing advice from experienced health & safety consultants, where appropriate;

k. Ensuring that building compliance is in place with respect to electricity, fire, legionella, structure, gas, pupil security and welfare;

l. Acting as duty holder for Asbestos Management;

m. Appointing appropriately qualified contractors and share information with them regarding site specific risks as part of overseeing their activities on site;

n. Ensure management and monitoring of purchasing and contracting procedures to ensure risks are effectively managed;

o. Ensuring that regular safety audit reports are raised, reviewed and actioned where appropriate;

p. Overseeing accident and incident reporting including RIDDOR;

q. Completing statistical analysis of accident and incident reports;

r. Maintaining the Health & Safety Risk Register and ensuring it is regularly updated and shared with the Bursar; and

s. Preparing reports and returns for the HSR Committee and Strategy Group.

### Chief People Officer

12. The Chief People officer is responsible for the identification of training needs and delivery and accurate recording of adequate training to all staff, including:
    a. Liaising with relevant Heads of Departments to ensure training needs are accurately identified and delivered in a timely fashion;
    b. Ensuring that all new staff receive an induction and are issued with a copy of the Health & Safety Policy any other relevant documents;
    c. Ensuring that all staff are required to read the Health & Safety Policy annually and that staff are aware of their personal responsibilities as set out in this policy; and
    d. Maintaining the Health & Safety training matrix with the Health & Safety Officer.
13. The Chief People Officer is responsible for risk assessing staff returning to work from illness/injury, including pregnant workers, new mothers and workers with medical conditions and special needs, and identifying workplace adaptations needed.

### Fire Safety Officer

14. The Fire Safety Officer is responsible for:
    a. Providing expert and timely advice to the company on all fire safety matters;
    b. Providing advice for all fire risk assessments and safe operating procedures;
    c. Advising on and reviewing fire safety policies;
    d. Undertaking regular fIre safety reviews and evacuation practices; and
    e. Providing expert liaison with the Health & Safety Officer as required.

### Medical Centre Team

15. The Senior Nurse and the medical centre team are responsible for:
    a. Implementation of the First Aid Policy;
    b. Providing medical support to the School community;
    c. Liaising with the Chief People Officer to identify, organise and record First Aid and health & safety training that is relevant to their area of control.
    d. Maintaining accident records;
    e. Maintenance and replenishment of first aid provisions and supplies;
    f. Reporting to the HSR Committee on medical matters, accidents and incidents;
    g. Ensuring that recording and reporting accidents for pupils and visitors, including RIDDOR, are included in the First Aid policy; and
    h. Ensuring the medical team's training and skills are up to date.

### The Senior Leadership Team (SLT) and Operational Leadership Team (OLT)

16.The SLT and OLT are responsible for:
    a. Implementing the health & safety strategy within their areas of responsibility;
    b. Identifying, assessing, and managing significant health & safety hazards within their areas;
    c. Ensuring health & safety assessments are conducted for activities under their control;
    d. Promoting a safety-conscious culture within their teams;

e. Acting as HSR Sub Committee Chairs, where applicable; and

f. Sitting on the HSR Committee.

### Transport Manager

17. The Transport Manager is responsible for:

a. Maintaining the transport fleet;

b. Coordination and delivery of Midas accredited training for the employed drivers;

c. Coordination and delivery of Midas accredited training for volunteer drivers;

d. Working with the Chief People Officer to ensure all staff and contractors under their control have appropriate and adequate health & safety training and that accurate records are maintained;

e. Risk Assessment and Safe Systems of Work to mitigate transport risks;

f. Ensuring that all training records are kept up to date;

g. Ensuring that permits are kept up to date.

h. Ensuring that emergency equipment including extinguishers and first aid boxes and emergency information is supplied in each vehicle;

i. Recording and responding to all health & safety reports and accident reports;

j. Arranging for driver licences to be periodically checked against the DVLA database; and

k. Providing and maintaining Personal Protective Equipment, where required.

### Catering Manager

18. The Catering Manager is responsible for:

a. Ensuring the safe operation of the catering facilities and activities at the School;

b. Adopting and understanding all the relevant health & safety policies and procedures;

c. Ensuring that catering staff work safely and in accordance with Health & Safety Policy and the current food safety guidelines;

d. Ensuring that the Allergy Policy and allergy information is provided and guidance followed appropriately;

e. Working with the Chief People Officer to ensure all staff and contractors under their control have appropriate and adequate health & safety training and that accurate records are maintained;

f. Carrying out risk assessments as necessary;

g. Monitoring the absence from work for any member of staff following an accident and provide the Chief People Officer and Chief Operating officer with information in a timely manner;

h. Providing and maintaining Personal Protective Equipment to all those under their control;

i. Ensuring appropriate and adequate First Aid coverage in areas and activities under their control;

j. Recording and responding to all health & safety reports and accident reports; and

k. Arranging regular maintenance and cleaning regimes of catering facilities so as to maintain health & safety standards.

### Lettings Manager

19. The Lettings Manager is responsible for:

a. Adopting and understanding all the relevant health & safety policies and procedures;

b. Ensuring the safe operation of letting activities at the School in line with Health & Safety Policy;

c. Working with the Chief People Officer to ensure all staff and contractors under their control have appropriate and adequate health & safety training and that accurate records are maintained;

d. Gathering any additional health & safety training records from hirers;

e. Ensuring that resources are in place to induct and oversee groups under their control;

f. Recording and responding to all health & safety reports and accident reports;

g. Monitoring the absence from work for any member of staff, contractor or hirer following an accident and providing the Chief People Officer and Chief Operating officer with the details in a timely manner;

h. Ensuring appropriate and adequate First Aid coverage in areas and activities under their control;

i. Risk assessment of activities and risks under their control, where appropriate; and

j. Will formally record the Tool Box Talks, subjects, contents and employees in attendance.

### Heads of Department

20. Heads of Department are delegated responsibility for the health & safety of those affected by activities under their control and for managing risks accordingly.

21. Heads of Department may delegate completion of a Risk Assessment to an appropriate person within their team, but retain responsibility for it. Their responsibilities include:

    a. Ensuring that risk assessments are conducted for all activities within their department;

    b. Reviewing and approving risk assessments submitted by team members;

    c. Implementing and monitoring control measures identified in risk assessments;

    d. Ensuring that all staff in their department understand their risk management responsibilities and are in-date for their Health, Safety and Risk Assessment training ; and

    e. Reporting Heath and Safety concerns to the relevant HSR Sub Committees.

22. Further responsibilities include:

    a. Ensuring that Personal Protective Equipment is made available and used where appropriate;

    b. Ensuring that equipment under their control is maintained properly (in consultation with the Estates Manager, where appropriate) and that hazardous waste is disposed of safely;

    c. Ensuring that their departments are aware of and comply with occupational health requirements, for example noise and dust levels.

    d. Liaising with the Chief People Officer to identify, organise and record health & safety training that is relevant to their area of control.

    e. Maintaining up to date risk assessments for their areas and producing departmental procedures in line with best practice health & safety procedures.

    f. Ensuring that their areas are managed safety with adequate staffing resources available to assist with evacuations, if the need arises; and

    g. Monitoring the absence from work of any member of staff in their department following an accident and provide the Chief People Officer and Chief Operating Officer with information in a timely manner.

### Line Managers

23. Line Managers are responsible for:

    a. Supporting their Head of Department in implementing this Policy;

    b. Ensuring that staff under their supervision understand and comply with health, safety and risk management requirements;

    c. Monitoring the effectiveness of health & safety control measures; and

    d. Reporting any concerns or incidents to their Head of Department.

### Radiation Protection Manager

24. The Radiation protection Manager will:

    a. Adopt and understand all the H&S policies and procedures;

    b. Appoint a Radiation Protection Advisor (Devon County Council);

    c. Arrange biannual inspection of facilities;

    d. Share safety information with the Chief Operating Officer to disseminate;

    e. Carry out induction training for those required;

    f. Ensure that facilities are maintained in compliance with the RPA advice;

    g. Maintain compliance with the 1993 Radioactive Substances Act and the exemption certificates granted under them;

    h. Maintain the quality and application of the Accident Book;

    i. Maintain the general Personal Protective Equipment stores;

    j. Ensure the maintenance of the First Aid coverage in excess of the statutory minimum.

    k. Own and review risk assessments relating to radiation protection.

### All Staff

25. All staff are responsible for contributing to maintaining a safe environment at School and during School evolutions offsite by:

    a. Proactively taking personal responsibility for the health & safety of themselves and others;

    b. Raising risk assessments and suggesting health & safety improvements where required;

    c. Being aware of the importance of identifying, managing, mitigating and reporting risk;

    d. Taking reasonable care of their own safety and that of others;

    e. Complying with control measures identified in risk assessments;

    f. Participating in health & safety training; and

    g. Reporting incidents, near misses, and hazards promptly.

26. This guidance is applicable to general health & safety responsibilities. Specialist health & safety responsibilities specific to an individual role may be outlined an individual's job description and related training.

### Pupils and Parents

27. Pupils and parents are responsible for:

    a. Following the School's advice in relation to health & safety, on-site and off-site;

    b. Reporting any hazards to a member of staff; and

c. Participating in any health & safety education and training provided by the School.

### Contractors

28. Contractors will be required to:
    a. Provide evidence that they have adequately risk assessed all health & safety aspects of their planned work;
    b. Comply with this Health and Safety Policy;
    c. Participate in all health & safety training provided and put it into practice in their work;
    d. Stay with a designated member of staff when required;
    e. Maintain appropriate insurance coverage;
    f. Report any incidents or hazards identified during their work to the School; and
    g. Act at all times in the best interests of safety, both their own and that of others.

### Visitors

29. Visitors will be required to:
    a. Comply with this Health and Safety Policy;
    b. Participate in any health & safety training provided and put it into practice in their work;
    c. Stay with a designated member of staff when required;
    d. Report any incidents or hazards identified during their visit to the School; and
    e. Act at all times in the best interests of safety, both their own and that of others.

## PART FOUR | IMPLEMENTATION & CONTINUOUS IMPROVEMENT

### Training

30. Training is the responsibility of the Chief People Officer.
31. All staff receive ongoing training and support to fulfil their health & safety responsibilities effectively. This includes:
    a. Basic health & safety assessment training for all staff;
    b. Basic risk assessment training for all staff;
    c. Specialised training for staff with specific health & safety responsibilities;
    d. Refresher training at least every two years; and
    e. Additional training when new health & safety hazards are identified or when procedures change.
32. Training will be refreshed on a regular basis and staff should ask for further guidance if needed, at any stage.
33. Specialist training will be given to those whose work requires it, as determined by Department Heads and the Health and Safety Officer.
34. Training materials and resources, including this Policy, will be made available to staff members for reference.
35. The effectiveness of training will be evaluated through feedback, knowledge assessments, and monitoring of health & safety standards.

## Health, Safety and Risk (HSR) Management Framework

36. Health, Safety and Risk (HSR) is managed in line with the Health, Safety and Risk Management (HSR) Framework which is set out in the Risk Management Policy.

## Continuous Improvement

37. The School adopts a continuous improvement approach to health & safety, including:

    a. Ensuring that health & safety is a regular item on the agenda at Governing Body meetings, SET, SLT, OLT and House Parent Meetings.

    b. Ensuring that pupil voice is invited and considered with regard to health & safety improvement;

    c. Proving an online maintenance request system for staff to report defects and safety issues. All matters raised are prioritised and actioned accordingly.

    d. Learning from incidents and near misses;

    e. Benchmarking against best practice;

    f. Routinely conducting internal and external audits and reviews.

38. The School uses active and reactive measurement techniques to feedback performance information to review its health and safety performance.

    a. Active measuring techniques employed by our School include:

    - Governor audits
    - External specialist audits
    - Internal audits
    - Fire Risk Assessments
    - Security Penetration Tests
    - Periodic Test and Inspection
    - ISCC Catering Inspection
    - ISI Inspection
    - Legionella Risk Assessment
    - Internal Safety Audits and Facility Tours

    b. Reactive measurement techniques employed by our School include:

    - Accident and incident reporting and associated statistics
    - Maintenance request system
    - Ill health data where related to occupational causes including work related stress
    - Claims data, including claims settled with payment
    - Enforcement action from external regulators, including improvement and prohibition notices and, where relevant, prosecutions.

## ANNEX A | STATEMENT OF INTENT

1. The Governing Body, the leadership team and all staff at Blundell's School are committed to ensuring that the health, safety and welfare of all pupils and members of the Blundell's Community, including boarders and those visiting or working at the School, is safeguarded.
2. The aim of the Health & Safety Policy is to provide an appropriate framework and controls to enable us to manage health & safety in line with all relevant legislation and best practice.
3. This policy applies to the whole Blundell's Community, including all pupils, governors, staff, volunteers, contractors and visitors. It encompasses all physical locations under School control.
4. This Statement of Intent will be prominently posted around the School. The full Health & Safety Policy is publicly available on the school website and available on request.

### Blundell's School will:

- Provide safe premises, equipment and systems of work.
- Provide healthy working, learning and living environment, including adequate welfare facilities.
- Ensure that the health, safety and welfare of boarders is safeguarded by compliance with the enhanced measures outlined in the DfE National Minimum Standards.
- Provide safe arrangements for the use, handling, storage and transport of articles and substances.
- Provide information, training and supervision to enable everyone to live, work and learn safely.
- Provide safe access and egress to all areas of the school.
- Provide and implement a Risk Management Policy and Fire Safety Policy.
- Ensure that all reported accidents are investigated and action taken to prevent reoccurrence.
- Provide clear procedures for fire evacuation, first aid, serious incidents and safeguarding concerns and ensure that staff are trained in these procedures.
- Ensure emergency contact details are prominently displayed throughout the school.
- Comply with all statutory health & safety obligations, relevant regulations and standards.
- Conduct internal and external health & safety audits to ensure compliance and continuous improvement.
- Review this policy at Governing Body level at least annually to ensure its effectiveness and compliance with legislation.
- Nominate a member of the Governing Body responsible for overseeing health & safety, appoint a Health & Safety Officer and appoint a Fire Safety Officer.

### Key Responsibilities:

- The **Governing Body** has delegated overall responsibility for the day-to-day implementation of this policy and ensuring adequate resources are allocated to health & safety matters, to the **Head**.
- **All staff, volunteers, contractors and visitors** must take reasonable care for their own health & safety and that of others, comply with the health & safety arrangements, report hazards, incidents and near misses promptly, follow safe working procedures and set positive examples to pupils.
- **All Pupils** are expected to follow safety instructions and school rules, use equipment safely and report any defects, not interfere with safety equipment or procedures, and take care of their own safety and that of others.

**END**

Blundell's
FOUNDED 1604

## HEALTH AND SAFETY STATEMENT OF INTENT

The Governing Body, the leadership team and all staff at Blundell's School are committed to ensuring that the health, safety and welfare of all pupils and members of the Blundell's Community, including boarders and those visiting or working at the School, is safeguarded.

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Head, Mr Bart Wielenga | Health & Safety Governor, Dr Andy Smith | 8th September 2025

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