



The Athelstan Trust

Health and Safety Statement of Intent 2021 - 2022

Date of Review	Approved by	Date of Approval	Next Review Date	Website
June 2021	Board	June 2021	June 2022	Y

The **Trustees of the Board** recognise and accept their responsibility, including those arising as the employer for all Athelstan Trust staff, to ensure that the workplaces and work practices provide a safe and healthy environment for staff, pupils and visitors, including contractors, and anyone else who might be affected by our operations.

Trustees recognise that exposure to risk is an essential part of the education process in order to equip and prepare pupils for life beyond the educational environment. The Athelstan Trust is committed to providing such learning experiences in a controlled and risk assessed manner.

In each of the Trust's schools, the day-to-day responsibility for compliance with the Trust's Health and Safety Policies rests with the respective **Headteacher**. At the central office, the **CEO** has this responsibility. Overall the **Chief Financial Officer** is the Executive with responsibility for health and safety compliance. The **Head of Operations** is the person appointed under Regulation 7 of the Management of Health and Safety at Work Regulations 1999 to assist the **Chief Financial Officer** in fulfilling these responsibilities.

The **Head of Operations** authors and reviews the School Health and Safety policies, carries out monitoring and audit activities to establish and evaluate compliance with these policies, investigates significant accidents or incidents (including near misses) on behalf of the Trust, and reports on organisational compliance to **Trustees** annually at least.

The Athelstan Trust operates a devolved system of operational control in its schools, guided by the overarching requirements of the Trust's policies which are expected to be followed at all times. **Trustees** acknowledge this approach creates the potential for a risk gap and therefore monitor that schools operate in accordance with the aforementioned policies. Where non-compliance is identified **The Athelstan Trust** reserves the right, including in its role as employer, to take operational control of some or all of school operations to ensure no persons are placed at unacceptable risk.

Each school has a **Governor with oversight of Health and Safety** who represents the **Local Governing Body** at the school's termly Health and Safety Meetings. The **Headteacher**, alongside the **Governor with oversight of Health and Safety**, reports to the local governing body on health and safety matters, which are a standing agenda item at local governing body meetings. These reports will be shared with Head of Operations and CFO

Staff are reminded of their own duties, including those under the Health and Safety at Work Act, to take care of their own personal health and safety and that of fellow staff, students and any other persons who might be affected by their work activities.

Details of the organisation for health and safety management and the arrangements for policy compliance are to be found in each School's local School Health and Safety Management Policy and its subsidiary topic policies. All Athelstan Trust staff are also required to adhere to the supporting principles shown below.



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Athelstan Trust Health and Safety Policy Statement Supporting Principles

1. It is expected that all those who work with or for The Athelstan Trust will:

- 1.1 Attend appropriate induction training/briefing in addition to any specific health and safety training deemed necessary with by the Trust or at School level. The purpose of the induction training/briefing is to promote staff understanding of that which is necessary to meet their health and safety duties when undertaking work on behalf of The Athelstan Trust.
- 1.2 Feel empowered to intervene or support individuals who themselves intervene or stop an activity because they believe it is unsafe.
- 1.3 Make a personal commitment to maintaining health and safety standards
- 1.4 Take time to read and understand relevant information provided to them about hazards, risks and preventative measures.
- 1.5 Understand their role in effectively maintaining and responding to emergency arrangements.
- 1.6 Accept constructive intervention in a positive manner when any member of staff takes action to stop an unsafe act.

2. The operating arrangements rely on:

- 2.1 Those with responsibility for others to lead by example in promoting a positive health and safety culture
- 2.2 The Trust following an appropriate improvement Plan
- 2.3 All safety rules and arrangements being communicated to all employees in a clear and simple way
- 2.4 Specific procedures being developed where necessary, to reflect safety guidelines and support safe job execution
- 2.5 Responsibility and accountability for health and safety following an auditable system of delegation
- 2.6 The incorporation of health and safety considerations and appropriate controls into the procurement procedure