

Statement of Health, Safety and Wellbeing Policy for The Athelstan Trust

2023

This statement of “Health, Safety and Wellbeing Policy” is produced in respect of The Athelstan Trust. It forms the basis of future planning and implementation of health, safety and wellbeing (HS&W) matters.

1.0 The Athelstan Trust Statement of General Policy

- 1.1 The Athelstan Trust is the employer of its staff both centrally and at its academies. The Athelstan Trust will:
 - 1.1.1 Accept its responsibility for setting out the overall establishments HS&W Policy and undertake to take all reasonable steps within its power to prevent or reduce the possibility of:
 - Harm, injury and ill-health to children, employees, parents, contractors, visitors to the school and members of the general public
 - Damage to property, plant, machinery, equipment, tools and other materials, and
 - Harm to the environment.
 - 1.2 Ensure, so far as is reasonably practicable, that the Trust’s budget reflects the finance necessary to implement Health, Safety & Wellbeing requirements.
 - 1.3 Accept its responsibility under the Health and Safety at Work etc Act 1974, so far as is reasonably practicable to:
 - 1.3.1 Provide plant, equipment and systems of work which are safe and without risks to health.
 - 1.3.2 Make arrangements for ensuring the handling, storage and transportation of articles and substances are safe and without risk to health.
 - 1.3.3 Provide suitable and sufficient information, instruction, training and supervision to enable all employees, children, parents and carers at the Trust and its establishment to perform their work, learning and play safely and efficiently.
 - 1.3.4 Promote the development and maintenance of sound HS&W practices ensuring that any actions taken are inclusive and non-discriminatory.
 - 1.3.5 Maintain our premises in a condition that is safe and without risks to health and ensure the maintenance of safe access to and exit from the premises.
 - 1.3.6 Provide and maintain a working environment that is safe and without risks to health and adequate as regards welfare facilities for employees, children, parents and carers.
 - 1.3.7 Provide as necessary personal protective equipment (“PPE”) to all employees, volunteers, parents, children and visitors to our trust office and establishments, for the safe use of plant, machinery, equipment, tools, materials and substances for work or within the curriculum.
 - 1.3.8 Maintain a close interest in all health and safety matters in so far as they affect all

activities under the control of the Trust. In particular we will work closely with other agencies sharing any of our premises to cooperate on work-related health and safety matters. There will also be a check that parents and carers and community groups are also health and safety aware.

- 1.3.9 Trustees, Governors and all Staff will keep themselves up to date on relevant health, safety and wellbeing matters through Trust/Governors'/Employees, professional development, advice from the Trust and its competent person. This will include the Headteacher of our Academies, and the H&S Governors/Health and safety committee/advisors, etc.
- 1.4 Recognise the requirement to engage and consult staff on Health, Safety and Wellbeing matters both for those centrally employed by the Trust and which will be achieved by discussion through the establishment's safety committees.
- 1.5 Agree that one of the Trustees be designated the "Health and Safety lead)," who will attend meetings of the Trust safety committee and speak on HS&W matters at the appropriate sub-committees and/or LGB at the establishments.
- 1.6 Delegate authority for the development and implementation of this policy to the Chief Executive Officer, (CEO) who will:
 - ensure that arrangements will be made to bring this policy to the notice of all employees (including new, temporary and part-time employees) across the Trust and its establishments.
 - The CEO will also bring it to the attention of parents/carers, agency and other contract staff, contractors, volunteer helpers and the children so that they fulfil their duties to co-operate with this policy.
 - The CEO will liaise with other agencies and groups using the site to ensure consistent health and safety outcomes.
- 1.7 Recognise their responsibility for monitoring HS&W performance, including auditing and will require the CEO to present an annual report on Health and Safety, Wellbeing and related matters to the Trust. This will include evidence of relevant activities both centrally and at the establishments, suitably strategically summarised, for example: safety inspections carried out by representatives of the establishments at least three times a year.
- 1.8 Seek to continually improve HS&W Policies, Procedures, Codes of Practice and Guidelines. Cross-cutting matters such as safeguarding, and inclusion will be linked in so there are no policy gaps.
- 1.9 Review this policy on a regular basis to confirm that the arrangements are still appropriate. The review will take place whenever there are significant changes in the arrangements and not later than 24 months from the previous review date. This policy will be re-edited and re-issued within three months of the review date where this is deemed necessary.

Approved by The Athelstan Trust Site and Facilities Trustee Committee Meeting 24th April 2023

Date of issue of this statement: **May 2023**

Review date: May 2024

Display points: HSW Noticeboards, online, induction packs. School websites.