



# Health & Safety

(Statutory)

Approved: Autumn 2019  
Date of Next Review: Spring 2022

## Equality Impact Assessment - Policy Review

**In reviewing this policy, we have tried to make a positive impact on equality by considering and reducing or removing inequalities and barriers which already existed. We have ensured that this policy does not impact negatively on the dimensions of equality.**

## **Statement of Health and Safety Policy**

The Roseland Multi Academy Trust (the Trust):

1. Recognises its legal and moral responsibilities to persons who may be adversely affected by the Trust's activities.
2. Is committed to ensuring, by all reasonably practical means, the health, safety and welfare of its students, visitors, employees and contractors involved with its activities.
3. Will seek to ensure that its legal duties and policy objectives are complied with at all times.
4. Will ensure that all foreseeable risks associated with the Trust's activities are identified and removed or controlled through a process of risk assessment and management.
5. Will ensure that all employees are given such information, instruction and training as may be necessary to enable the safe performance of their duties.
6. Will seek to inform students' parents/carers or guardian of any health, safety or welfare issues relevant to their child or children.
7. Have detailed the arrangements for health safety and welfare in the Organisation and Arrangements associated with this policy statement.
8. Will ensure, as far as is reasonably practical, that this policy statement and supporting documents are kept up-to-date. A formal review and re-adoption of this policy will be carried out every two years.

### **Multi Academy Trust Responsibilities**

It is recognised that individuals, and groups of individuals, have responsibilities for health, safety and welfare within The Roseland Multi Academy Trust. The individuals and groups identified below are expected to have read and understood the Trust's policies and procedures for ensuring health safety and welfare and to conduct their duties in accordance with them.

#### **The employer**

The employer for all academies within this Multi Academy Trust is the Trust. The employer has the ultimate responsibility and must ensure that there are arrangements in place for the health safety and welfare of students, staff, visitors and contractors.

#### **Trust Board**

The Trustees are responsible for ensuring that mechanisms and procedures are in place for health safety and welfare. The trustees will receive regular reports to enable them, in collaboration with the Executive Leadership Team, to prioritise resources for health safety and welfare issues.

The Trust Board have appointed Headteachers to oversee the management of health and safety within each academy, and the Executive Headteacher across the Trust.

#### **Headteacher/Executive Headteacher**

Each Headteacher/Executive Headteacher has responsibility for:

- Day-to-day management of all health safety and welfare matters in the Trust in accordance with the Statement of Safety Policy;
- Ensuring that regular health safety and welfare inspections are carried out;
- Submitting regular health safety and welfare reports to the employer;
- Ensuring that action is taken on health safety and welfare issues;
- Passing on information received on health safety and welfare matters to appropriate people;
- Carrying out accident investigations;
- Identifying and facilitating employee training needs;
- Liaising with Trustees on policy issues and any problems in implementing the Safety Policy;
- Providing necessary facilities for all employees to be consulted on health safety and welfare matters;
- Ensuring that any contractor appointed to deliver services or carry out work is competent to do so;
- Monitoring contractors to ensure that the Health and Safety Policy is complied with;
- Take action where any contractor is found to be working in a manner which is considered to be unsafe.

Whilst responsibility for the above cannot be delegated, the function of carrying out these tasks can be delegated to other members of staff. In this Trust the following functions have been delegated to:

| <b>Function</b>                                 | <b>Delegated to</b>  |
|---|--|
| Day to day health safety and welfare management | Headteacher – Gerrans School<br>Headteacher – Tregony Community Primary School<br>Site Supervisor – The Roseland Academy<br>Site Supervisor – Treviglas Academy  |
| Regular inspections                             | Trust Premises Manager<br>Chief Financial Officer  |
| Accident Investigation                          | Headteacher – Gerrans School<br>Headteacher – Tregony Community Primary School<br>Deputy Headteacher – The Roseland Academy<br>Assistant Headteacher – Treviglas Academy<br>Trust Premises Manager – All Academies<br>Chief Financial Officer – All Academies<br>Executive Headteacher – All Academies |
| Employee training needs                         | Payroll & Operations Administrator (all schools)   |
| Contractor management                           | Headteacher – Gerrans School<br>Headteacher – Tregony Community Primary School<br>Site Supervisor – The Roseland Academy<br>Site Supervisor – Treviglas Academy  |

#### **Competent Health and Safety Advice**

The Trust recognises that it must have access to competent health and safety advice. The Trust's competent advisors are The Health, Safety and Wellbeing Services Team, Cornwall Council.