

HEALTH & SAFETY

RATIONALE

The Board of Trustees is committed to taking all practical steps to provide and maintain a healthy work environment and safe working conditions in compliance with all statutory requirements.

PURPOSE

- To take all reasonable steps to provide a safe work environment and to ensure the safety of all staff, students, visitors and members of the public.
- To ensure staff are trained in safe work practices.

GUIDELINES

1. All Staff have individual responsibility for health and safety.
2. Policies on The Treatment of Illnesses and Injuries, Administration of Prescribed Medicines and H.I.V / A.I.D.S and Other Blood Borne Viruses will be followed.
3. The Board will undertake hazard identification as prescribed by the Health & Safety in Employment Act 1992. This responsibility may be delegated to the school caretaker. Any substandard conditions and practices will be corrected.
4. The management team will ensure appropriate emergency procedures are in place.
5. All accidents, together with actions taken, will be recorded. Where necessary, accidents will be investigated to determine their cause so that corrective measures can be taken.
6. Staff will be appropriately trained in basic first aid and delegated staff members will hold a current First Aid Certificate.
7. Police vetting of teaching and non-teaching staff will be done in compliance with regulations.
8. The principal will report to the Board any accident involving serious injury which occurs in the school or during an off-site school activity.
9. An annual health and safety audit will be conducted providing employees with the opportunity to participate in an ongoing process for improvement of health and safety in the workplace.

CONCLUSION

Every staff and Board member is expected to share in the commitment to identify hazards and prevent all accidents/incidents, which may cause personal injury, health problems and property damage.

Approved **Board of Trustees Meeting** ___ / ___ / ___

Signature of Chairperson _____ ___ / ___ / ___

Signature of Principal _____ ___ / ___ / ___