

## HEALTH AND SAFETY POLICY

### Statement of Intent

The Board of Trustees of Peterborough Keys Academies Trust (PKAT) recognise and accept that under the Health and Safety at Work Act 1974 they have a legal responsibility to provide, so far as is reasonably practicable, for the health, safety and welfare of employees of the school, and that they have certain duties towards students, the public and people who from time to time use the premises of the Trust's schools:

1. To provide and maintain safe and healthy places of work and systems and methods of work, with adequate facilities and arrangements for the welfare of all employees and students and to protect all employees, students and visitors in so far as they come into contact with foreseeable work hazards.
2. To provide all employees and students with the information, instruction, training and supervision that they require to work safely and efficiently.
3. To develop safety awareness amongst all employees and students.
4. To provide a safe environment for all visitors to the Trust's schools, bearing in mind that these visitors may not be aware of the risks arising from aspects of use of each school's facilities.
5. To encourage full and effective two-way consultation on health and safety matters through all staff in the Trust's schools and using a school Health and Safety Committee or the Academy Committee. This consultation will take place on a day-to-day basis on immediate needs with the appropriate member of staff.
6. To ensure that this policy is used as a practical document and that its contents are fully publicised.
7. To keep details of this policy under constant review and in line with changing health and safety practices and current legislation.

Information, about specific aspects of health and safety, contained in circulars or other documents from time to time must be brought to the attention of the school's Health and Safety Committee or Academy Committee and through them to the attention of all relevant employees.

The Trustees wish to remind all employees that, under Section 7 of the Act:

"It shall be the duty of every employee while at work:


- To take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work; and
- As regards any duty or requirements imposed on their employer or any other person by or under any relevant statutory provisions, to Cooperate with them as far as it is necessary to enable that duty or requirement to be performed or complied with."

The Trustees bear ultimate responsibility and provide strategic direction. Operational responsibilities are delegated to the Headteacher within each school in conjunction with the Business Operational Lead and/or Site Manager. The Senior Leadership Team of each school will take steps so far as is reasonably practicable to ensure that the workplace is a safe and healthy environment in which its employees, students, contractors and others can work.

The Senior Leadership Team of each school will, under arrangements made and agreed by the Trust's Leadership Group, make the necessary assessments, ensure completion of safety training and provide information and supervision for employees at all levels. It will consult on a regular basis with the staff representative with regards to health and safety issues and feed these into Trust Leadership Group meetings via the school's Headteacher.

In order to achieve the aims and objectives of the health and safety policy any issues will be brought regularly to the attention of the Headteacher of the school or Business Manager for discussion amongst the Trust's Leadership Group.

Dated: 9 October 2023

Signed..........

Dr Ian Young CEO