



# Lydiate Learning Trust

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<b>P Wilcox</b>	<b>LLT Board</b>	<b>1</b>		<b>2016/17</b>

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## 1.0 LYDIATE LEARNING TRUST STATEMENT OF INTENT

The Board of Lydiate Learning Trust, the employer of the staff who work at the Trust's other Academies, recognises and accepts its responsibility for providing a safe and healthy environment for all Trust staff, for the students attending the Academies and for visitors and contractors who come on to the premises.

Lydiate Learning Trust will take reasonable steps to fulfil these responsibilities within the framework of the Health and Safety at Work etc. Act 1974 and the Management of Health and Safety at Work Regulations 1999 as well as those other Regulations, Approved Codes of Practice, Guidance, etc. made under this legislation. Lydiate Learning Trust will ensure that appropriate policies are in place and kept up-to-date.

The responsibility for the implementation of this Lydiate Learning Trust policy at Academy level rests with the Local Governing Body and the Head teacher.

Each and every member of staff of Lydiate Learning Trust and its Academies must recognise that, under the Act, they have a personal responsibility for their own safety as well as for the safety of anyone who may be affected by their acts or omissions at work. They also have to co-operate, as far as is necessary, with their employer in fulfilling its duties under the Act and supporting legislation as well as under Lydiate Learning Trust's Health and Safety Policy.

The **Organisation** and **Arrangements** through which Lydiate Learning Trust, the Academy Local Governing Body, the Academy Head teacher and staff aim to fulfil the requirements are set out in the following policy.

Lydiate Learning Trust will ensure that sufficient resources are allocated by it and its Academies to ensure as far as is reasonably practicable that employees, students, visitors and contractors are kept healthy and safe.

Signed:

Chair of Lydiate Learning Trust Board

CEO/Executive Head teacher

Print:

Date:

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### 1.1 Local Board of Governors Statement of Intent

The following statement will be adopted by the Local Board of Governors. It sets out the health and safety objectives for the Academy with the aim of ensuring best practice in the management of health and safety.

The Local Board of Governors:

- will take all reasonable steps to provide safe and healthy conditions for students, employees and others who may be affected by its activities
- will take steps to ensure compliance with all relevant health and safety legislation
- will provide adequate resources to implement this policy including access to support from health and safety competent persons. External specialist advice and assistance may be obtained from the Local Authority or a health and safety consultant may be appointed by the Trust
- accepts that health, safety and welfare are an integral part of all its activities and will take steps to manage these effectively
- expects all employees, students and visitors, including contractors, to co-operate in complying with all legal obligations and to take reasonable care of their own health and safety and have regard for the health and safety of others
- is committed to providing the necessary information, instruction, supervision and training to all employees, students and visitors where applicable
- acknowledges and actively supports the role and responsibilities of employee representatives and will give full co-operation to elected Safety Representatives of recognised Trade Unions to enable them to carry out their duties effectively
- is committed to regular evaluation and review of its Health and Safety Policy to ensure its objectives are met and, as necessary, to modifying the Policy in light of new legislation, incidents and other changing circumstances
- will set out full details of the organisation and arrangements for the management of health and safety in the Academy in writing and communicate these to all employees.

Signed:

Chair of Academy Local Board of Governors

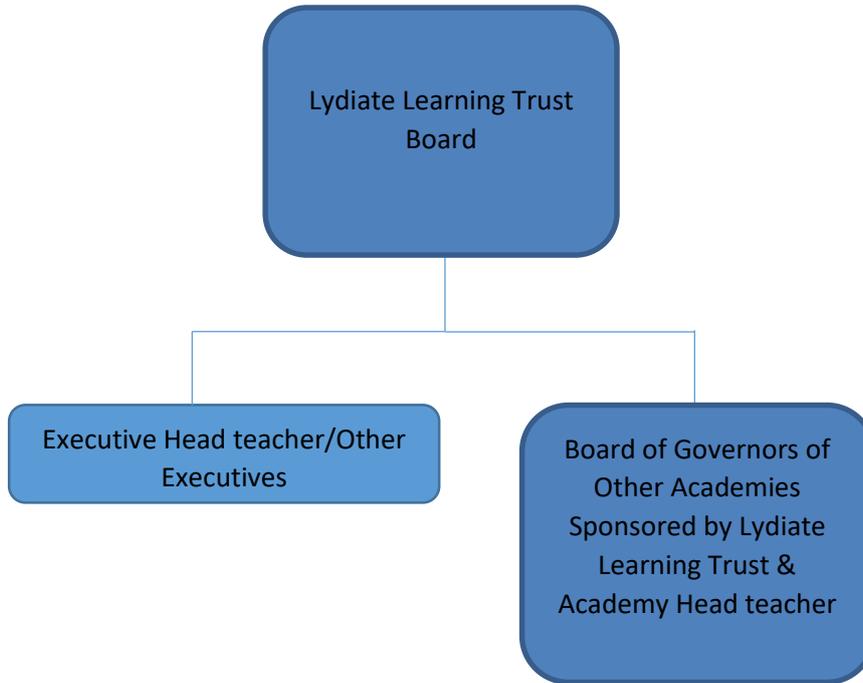
Head teacher

Print:

Date:

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**2.0 ORGANISATION**



- 2.1 **Lydiate Learning Trust** is responsible for the overall Health & Safety Policy
- 2.2 The Local Board of Governors and Academy Head teacher are responsible for the local implementation of the Lydiate Learning Trust policy and for the arrangements and procedures which will ensure as far as is reasonably practicable the health, safety, welfare and security of staff and students, and the health, safety and security of contactors and visitors to the Academy.
- 2.3 The Executive Head teacher and other executives of the Lydiate Learning Trust act as advisors to the Trust Board on any Health and Safety matters
- 2.3 The Local Board of Governors will develop local arrangements for delivering effective health and safety management, which will set out in detail the roles, responsibilities and duties of named individuals who will co-ordinate, manage and carry out the local procedures, under:

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- the overall supervision of the Head teacher and
- within the overall Lydiate Learning Trust policy

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### 3.0 AIMS AND OBJECTIVES

3.1 The Academy aims to ensure that so far as is reasonably practicable:

- all employees are safeguarded in respect of health, safety and welfare whilst at work
- safe systems and effective procedures are in place to protect the health, safety, security and welfare of students, and the health, safety and security of visitors to the Academy, including parents, contractors' employees and members of the public affected by the work of the Academy
- arrangements are in place at the Academy to ensure that no work is carried out by the Academy or by contractors that is liable to expose employees, pupils, visitors or members of the public to health and safety hazards unless suitable and sufficient assessments of the risk are made and necessary measures to prevent or control the risk have been put in place
- procedures are in place to enable all contractors to demonstrate that they have suitable risk assessments in place, and arrangements for securing proper health and safety of employees and anyone on the Academy site affected by their work
- Senior Leadership Team (SLT) managers in the Academy are suitably trained
- sufficient resources are provided as far as is reasonably practicable to enable suitable and sufficient safeguards to be put in place for ensuring as far as is reasonably practicable the health and safety of anyone on the Academy site or outside the Academy, if engaged in Academy business
- sufficient funds are provided as far as is reasonably practicable for the appropriate training of relevant staff in health and safety systems and safeguards.

3.2 The Academy's objectives will be to:

- have regards to the Lydiate Learning Trust Statement of Intent and the provisions of this policy
- establish sensible conditions and systems of work for all employees which prevent, as far as is reasonably practicable, any danger to health and safety (This requires that risk assessments be carried out, as appropriate, to enable hazards and risks to be identified, which will ensure as far as is reasonably practicable that suitable and sufficient standards of safety are adopted and enforced)
- ensure that all departments (and areas of management) have suitable policies and procedures in place (including procedures for making suitable and sufficient risk

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assessments) to ensure the health and safety of staff, pupils and visitors in their department

- provide comprehensive information, instruction, training and supervision, so far as is reasonably practicable, to ensure the health and safety at work of all employees and students
- ensure that all plant and equipment is maintained properly and that none will be used knowingly when it presents any risks to the safety of the staff, students or visitors or the public and, where necessary, training will be given
- ensure the provision of means of access and egress which are safe and without risks to health
- ensure safe arrangements are made for the storage, handling and transport of articles and substances
- ensure that the Academy will have and maintain up to date fire safety procedures and documentation, and that all employees and students (and, as far as is practicable, visitors) are familiar with them
- develop safety awareness among all employees and students and to promote individual responsibility for health and safety at all levels of staff and students
- ensure that the health, safety and welfare of all employees, students and members of the public are under continuous and reasonable review by managers at all levels
- appoint a competent person to oversee the implementation of the Academy's health and safety policy and procedures
- provide sufficient funds to enable safe systems to operate and for the training of relevant staff
- make reports as directed to Lydiate Learning Trust on the implementation of its health and safety policies and procedures

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