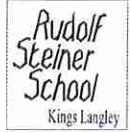


# Rudolf Steiner School Kings Langley

## Health and Safety Policy



### 3. RSSKL HEALTH & SAFETY POLICY

Our policy is to provide and maintain safe and healthy working conditions, equipment and systems of work for all our pupils, staff and all those involved in our school community, so far as is reasonably practicable, and to provide such information, training and supervision as they need for this purpose.

We also accept our responsibility for the health and safety of other people who may be affected by our activities and environment.

The allocation of duties in safety matters, and the particular arrangements which we will make to implement the policy are set out below.

The policy will be kept up to date, particularly if activities or circumstances change within the school, and to ensure this, the policy and the way it has operated will be reviewed at least annually or more frequently if necessary however a full formal review of this policy will be undertaken biannually.

#### RESPONSIBILITIES

Overall and final responsibility for health and safety at RSSKL rests with College and the Board of Trustees. Please see the school's health & Safety organogram found within Appendix A

The person responsible for the day-to-day supervision and implementation of this policy, working in close collaboration with the College of Teachers and the Board of Trustees, is:

- THE SCHOOL BURSAR ably assisted by
- THE ESTATE MANAGER – 01923 – 271920 or 271925

All members of the wider RSSKL school community have a responsibility to co-operate with and assist their colleagues, in order to achieve a healthy and safe school environment - and to take reasonable care of themselves and others through their acts and omissions (what they do or do not do).

Any member of the school community whose circumstances change in any way that might affect their own or others' health and safety – for example pregnancy, epilepsy, allergies etc. - should talk with the school and / or the Bursar / Estate Manager about this so that appropriate support can be given where necessary.

It is important that whenever anyone within the school community notices a health and safety problem which they are not able to put right themselves, they bring this to the immediate attention of the appropriate person named above.

#### CONSULTATION

All members of the RSSKL school community must always be given the opportunity for consultation on health and safety matters, and special consideration will be given to the need to consult individuals before giving them particular health and safety responsibilities outside their legal responsibilities.

Any person who does not fully understand or does not agree with working methods or situations within the school, should immediately stop what they are doing and consult those named above, as appropriate. If necessary, expert advice from outside the school will be obtained to determine specific health and safety risks.

A handwritten signature in black ink, appearing to read 'Graham Dalrymple'.

**Graham Dalrymple**  
**Trustee Responsible for Health & Safety**  
**Rudolf Steiner School, Kings Langley**  
**February 2016**