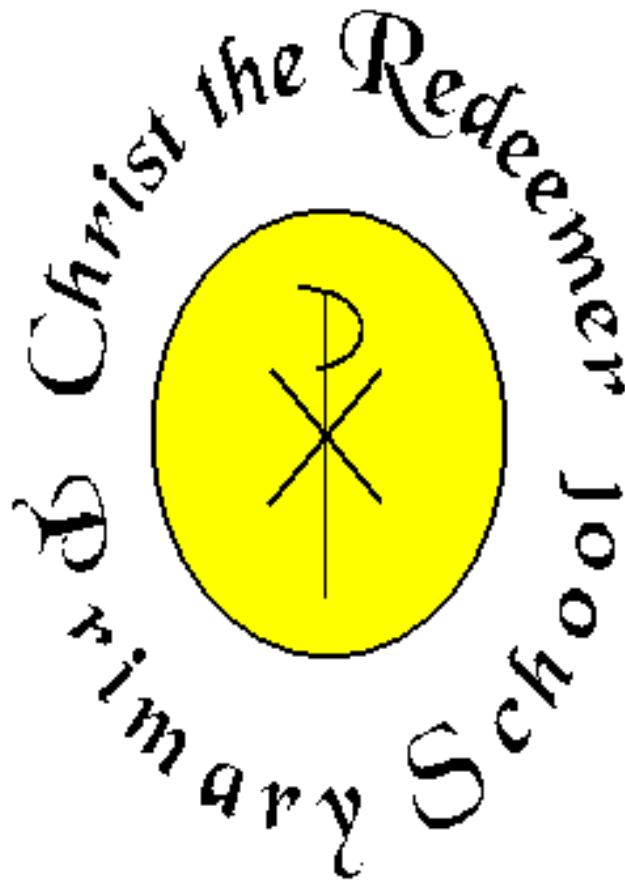




Christ the Redeemer Primary School

Health & Safety Policy

As a Rights Respecting School, our pathway to a successful future is grounded in the United Nations Convention on the Rights of the Child (UNCRC).

Article 19 : I have the right to be protected from being hurt or badly treated.

Christ the Redeemer Primary School

Health & Safety Policy

The Board of Governors of Christ the Redeemer Primary School recognises the importance of implementing adequate Health and Safety protocols and procedures in order to ensure the health, safety and welfare of all staff, pupils and visitors (subject always to the respective duties and responsibilities of the Education Authority SE Region, CCMS and other statutory bodies.)

Rationale

At Christ the Redeemer Primary School, we aim to provide a safe and secure environment in which children can learn both inside and outside of school. We aim (through Physical Development and Movement, PDMU, The World around Us and the Preventative Curriculum) to teach good safety habits, encourage good lifestyle choices and promote care and consideration for others and the environment.

Principles

Christ the Redeemer Primary School is committed to the following principles:

- Every child's safety is a paramount concern for all staff.
- Healthy eating habits are promoted and encouraged.
- Children are encouraged to promote their fitness levels and participate in games, sports, outdoor activities.
- Children are taught to understand that their own well-being and the well-being of other children is important and they are made aware of potential danger in and outside of school.

Purposes

At Christ the Redeemer Primary School, the purposes of teaching Health and Safety are:

- To encourage a healthy lifestyle.
- To ensure safe participation in school activities.
- To implement correct procedures in times of emergency.
- To promote personal safety both inside and outside of school.

Practices:

- Health and Safety is taught through the Northern Ireland Primary Curriculum.
- School and Class charters are discussed, agreed and set at the beginning of each year.
- Evacuation procedures in case of emergency are agreed.
- Fire drills are carried out once each term.

- Educational visits are planned for well in advance, permission slips sought and appropriate clothing is worn.
- Correct footwear is worn during PE lessons.
- Safety procedures are followed when completing practical activities.
- Teachers/ancillary staff/Responders administer first aid in the event of a minor accident. (Refer to First Aid Policy)
- Parents are informed of a serious incident or accident and, if necessary, an ambulance will be called. (When in doubt in any way, parents are contacted)
- If a child is sick, parents are contacted to come and take the child home or to a doctor. If the parent cannot be contacted, the Principal/Vice-Principal will ensure adequate care, attention and support is available to the child.
- Accident forms are completed in the event of a serious incident.
- The school building is maintained by the Building Supervisors and Principal to ensure a safe and healthy environment.
- Hazardous substances are locked away from children.
- An annual inspection of all portable electrical equipment is carried out by a qualified electrician and appropriate action taken as recommended and necessary.
- An annual inspection of the fire alarm is carried out to ensure working order.
- A sign out register is used to record any partial absences of children or early collection/late arrival during the school day.
- All visitors come to the Main Office, in the first instance, and, if leaving the Office area to visit another area of school, they are issued with a visitor's badge, which is returned to the Main Office when the visitor is leaving.

Fire Drill (using school bell for planned drills)

- As soon as the fire alarm sounds, all children and adults must stop what they are doing and walk out of the building through the nearest exit to the agreed assembly point (MUGA)
- If normal exit is blocked, the nearest available exit should be used.
- Check that all children are present (class attendance sheets and sign out register will be brought from school office and should be referred to) and remain there until they are allowed to go back in. Children should walk in and out of school sensibly and line up quietly.

Lunchtime Fire Procedure

- All Supervisors on duty in the playgrounds will, on hearing the fire alarm, gather all the children away from the building, proceed to designated area and ensure no child re-enters the building.
- All Supervisors on duty in the dining hall will evacuate all children from the building and ensure on the way out that any toilets are vacated.

- The Principal or Vice-Principal will ensure, as far as it is reasonably practicable, that the rest of the building is vacated.

Fire Alerts

In the event of a fire alert, the building supervisor:

- Ensure alarm is activated and evacuation of premises is underway (see fire drill procedures).
- Phone 999 for the fire brigade (the secretary)
- Check that evacuation procedure is being followed.
- Only when the all-clear has been given will children and adults be allowed to re-enter the premises.

***If the alert is a practice, then the fire brigade must be informed before the evacuation of the premises takes place. ***

Supervision of pupils

- All staff will share with the Principal, responsibility for the supervision and welfare of pupils throughout the school day.
- Supervision duties will be shared on a rota basis for non-class time – morning, break, home-time.
- Teachers are responsible for ensuring pupils are supervised during all periods of class time i.e. at all times that a school bell indicates a return to the classroom.
- Supervisors will be employed to assist at lunch-time.

Smoke Free Policy

- It is the policy of Christ the Redeemer that we are a smoke free environment. Our policy is on public display and is reviewed regularly by the B.O.G.
- Smoking is not permitted in any area of the school by staff, parents or visitors.
- No smoking signs are clearly displayed around the building.

Car Parking

- Car parking at the school should only be in the designated areas.
- Parents may park only in the church carpark and only those parents who hold a disability pass may park in the playground for pupil drop off and collection
- When leaving pupils to school in the morning (by car) or if collecting pupils at 2 p.m. or 2.45 pm, the church car park or designated parking bays should be used

Hygiene

- Every effort will be made to ensure that hygiene in toilets is of a high standard.

- Pupils will frequently be reminded of their responsibility in this regard. (The importance of good hygiene practices to curtail the spread of germs will be regularly reinforced with the pupils)
- Liquid soap dispensers and paper towels are provided in all toilets.
- Liquid soap and paper towels are also provided in all classrooms.

Medicines

Administration of medicines must be discussed with and agreed by the Principal/Vice-Principal and AM2 forms completed re dosage etc of prescribed medicines. Medicines must never be brought into or stored in a classroom or other unsecured area.

Visitors Policy

- All visitors are required to report to the General Office in the first instance.
- Any parent or visitor is welcome in the school but is asked to report to the office first.
- These points must be adhered to, but, in no way, detract from the open door policy of the school.

Health Care Plans

Individual care plans as drawn up by health professionals will be discussed with relevant staff, adhered to and accessible to any responsible person in case of an emergency. All training as appropriate will be given.

Child Protection (refer to policy)

Intimate Care (refer to policy)

Pastoral Care (refer to policy)

Anti-bullying (refer to policy)

Positive Behaviour (refer to policy)

Risk Assessment (refer to policy)

Signed by Principal:

Signed by Chair of Governors:

Date:

Review date: