Health and Safety Policy Statement

I recognise that developing a high level of health and safety management has benefits for the protection of our staff, our property and our business performance. My responsibility is to ensure that all employees have a safe workplace and the duties they perform do not place them at undue risk. To become a high performing trust, all Headteachers must agree to implement the trust safety management systems within the services they manage, which identify and minimise risks to staff and others to whom we have a duty of care.

The trust will have lead responsibility on all matters concerning safety, developing strategies that reduce the risks to staff and others. We will all do the following:

1. **Create a positive safety culture,** which is actively and visibly supported by elected members of the trust, senior management and safety reps and their committees, and will be encouraged throughout the organisation.
2. **Ensure health and safety management is an integral part of the managers' function and is integrated into management duties and the decision-making processes**. Managers have specific duties and responsibilities to comply with this and all other trust policies to ensure that systems of work and supervision are designed to take account of all health and safety risks.
3. **Ensure equal importance will be given to achieving health and safety targets**. As with all other business targets its performance will be monitored. Adequate resources will be provided and arrangements for ensuring the health and safety of visitors will be developed, with external agencies being consulted where necessary.
4. **Ensure, where possible, systems that exceed the requirements within statutes, regulations, codes of practice, guidance and best practice**, ensuring the continual improvement to health and safety performance is a mandatory requirement for all staff.
5. **Develop systems for the effective communication of health and safety matters**. Employees will be positively engaged and consulted in the decision-making process, normally via their representatives.
6. **Design appropriate information, instruction and training for employees**, including induction training for all staff and training and information for temporary staff and volunteers to ensure competency and safe performance of their duties.
7. **Report, analyse and investigate incidents and 'near-misses'**, to provide information for future planning and ensure that current policies and procedures are being followed and remain adequate.
8**. Check equipment and machinery is safe for use and fit for purpose.** Managers are responsible for ensuring that adequate servicing arrangements are in place to maintain equipment and machinery, ensuring that it is fit for purpose at all times.
9. **Ensure employees have specific responsibilities to support management in their activities.** Employees have a key role in supporting management by complying with policies and procedures and alerting management to any hazards, physical or procedural and must take care of themselves and anyone that could be affected by their activities.
10. **Make arrangements for the effective planning, development and review of this policy statement.**

Safety is the responsibility of everyone within the organisation

Effective management of health and safety can only be achieved by a co-operative effort from all levels in the organisation. I am personally committed to making Community Schools Trust one of the safest places to work and I expect total commitment from all employees in helping me achieve this.

Simon Elliott, Chief Executive: **30th April 2018**