



**Holden
Clough**

Community
Primary School

Health & Safety Policy

2021-2023

Chair of Governors	Stephen Longley		
Head Teacher	Faik Kordemir		
Date	Review Date	Coordinator	Nominated Governor

1) Statement of Intent:

a) The Governors of the School recognise their corporate responsibility under the Health and Safety at Work Act to provide a safe and healthy environment for all staff who work at the School, the pupils of the School and other people who come onto the premises.

b) The Governors will take all reasonable and practical steps to fulfil their responsibilities. They will provide safe and healthy working conditions that take account of all appropriate statutory requirements, codes of practice, advice and guidance, including those issued by Tameside Council.

c) The Governors shall:

- i) Appoint and maintain the responsibility structure set out in **Appendix One**
- ii) Appoint and record the name of the Health and Safety Officer
- iii) Record the name of and consult with the elected Health and Safety representative
- iv) Provide plant, equipment and systems of work, which are safe
- v) Provide supervision, training and instruction so that staff and students can perform their activities in a healthy and safe manner.
- vi) All staff will be offered the opportunity to receive health and safety training which is appropriate to their duties and responsibilities and which will be given before an employee commences any relevant work. Wherever training is required by statute or considered necessary for the safety of staff, pupils and others, then the governing body will ensure within the financial resources available, that such training is provided.
- vi) Provide necessary safety and protective equipment and clothing, together with any necessary guidance, instruction and supervision.

REVIEW

The Governing Body will review this policy statement every 2 years and update, modify or amend it as considered necessary to ensure the health safety, and welfare of staff, pupils and others. Date of next review will be Summer 2023.

Signed.....(for the Governing Body) Date.....

Signed.....(Head) Date.....

2) Responsibilities:

a) The organisational structure is set out in Appendix One

b) The Headteacher's responsibilities are as follows:

- i) The Headteacher will be responsible for the day-to-day operation of the organisational structure, the implementation of the statement of intent and the policies and procedures set out in this document.
- ii) The Headteacher will ensure that all areas of the School are inspected at least once per term.
- iii) The Headteacher will report to the Governing Body those instances where the Head's delegated authority does not allow the elimination or reduction of risks to a satisfactory level. The Head will take all necessary short-term steps to avoid danger.
- iv) The Headteacher will ensure a system for reporting, recording and investigating accidents is in place. All reasonable steps will be taken to prevent recurrences.
- v) The Headteacher will ensure a system for the recording of all visitors to the site and that they are briefed of any hazards on site.
- vi) The Headteacher will ensure arrangements for the safe conduct of maintenance work so that the impact on staff and students is considered.
- vii) The Headteacher will ensure that new employees receive a copy of this policy before starting work at the School and that they are briefed on safety arrangements.
- viii) The Headteacher will organise effective arrangements for the safe evacuation of the building in case of fire and other emergency and that suitable fire-fighting equipment is available and maintained. Appendix 7.
- ix) The Headteacher will ensure that systems of risk assessment are in place to enable prompt identification and control of hazards.
- x) The Headteacher will ensure that, all training needs are identified within performance development reviews and that staff are trained to the appropriate standards.
- xi) The Headteacher will ensure that risk assessments are carried out by the Site Manager as appropriate.
- xii) The Headteacher will ensure that Health and Safety policies and procedures are monitored and reviewed.

c) Risk Assessments

- i) The Head is responsible for the maintenance of risk assessment records.

d) All members of staff

- i) All employees will make themselves familiar with the Health and Safety policy and the procedures contained within it. They should take reasonable care of their own Health and Safety and that of any other persons who may be affected by their activities. Everyone should avoid actions that would put themselves or anyone else at risk. The Head Teacher will appraise staff of significant changes in the term following adoption of the Policy. Staff will regularly review the School's Risk Assessments which are available on the Teacher Drive and take all steps to ensure that activities within and outside of the classroom are assessed in respect of the risk to health and safety.
- ii) **Appendix Two** contains a checklist of duties for all members of staff.

e) The Health and Safety Committee

- i) The Health and Safety Committee will consist of the Head, Governor responsible for Health and Safety, teaching staff Health and Safety representative and Site Manager. The Committee will meet at least once per term.
- ii) Health and Safety will be an agenda item on every meeting of the Premises & Safety Committee. An annual report on Health and Safety will be submitted to the Premises & Safety Committee in the Spring term.
 - i) See Appendix Eight.

2) Working Arrangements

a) Accidents

i) What to do when an accident occurs:

The following procedures are suggested, but may vary according to the severity of the accident and the circumstances.

- Time should be taken to assess the situation and emergency First Aid should be given only if you are fully confident of the correct procedure.
- Obtain assistance from another adult immediately.
- Do not leave the accident victim.
- Inform office/senior staff with accurate details and indicating the type of assistance that is required (this may be a First Aider or the Emergency Services).
- After the emergency has passed, procedures for reporting accidents should be followed.

ii) **Accident Reporting.** The system for reporting accidents is managed and reviewed by the Head, working with the designated First Aiders. **(see Appendix Three)**

b) First Aid and Illness

i) Arrangements for First Aid **(see Appendix Six)** will include the following:

- The number of First Aiders (include paediatric first aiders)
- Training arrangements
- The medical room and its provision (if applicable)
- First Aid boxes: their contents and location and procedures for checking them
- Procedures for contacting a First Aider, contacting emergency services and parents, covering classes in an emergency
- The location of lists containing emergency phone numbers
- Rules on medication

ii) Illness

a) **Pupils:** Teachers should assess the situation as to whether or not the pupil is capable of continuing the lesson / activity. If the illness is severe then follow the procedure for Accidents.

b) **Staff:** If a member of staff is taken ill and feels incapable of continuing with their duties, they should obtain assistance from another member of staff.

c) Emergencies and Evacuation Procedures

- a) An emergency is considered to be anything that unexpectedly disrupts the normal running of the School such as the sounding of the fire alarm or the occurrence of an accident. Here we deal with other possible emergencies.
- b) **Serious Service/Structural Malfunction.** This covers gas leaks, bursts, electrical faults etc. The seriousness of the situation should be assessed and remedied, if possible, without involving unnecessary risk to self or others. If necessary, teaching areas should be evacuated and assistance requested.

- c) **Intruders.** In the event of a disturbance caused by intruders, after assessing the situation, steps should be taken to defuse the situation, seeking assistance from another member of staff, informing the office, and reminding staff not to “be a hero” and/or risk the safety of students, others or self.
 - d) **Pupils Absconding From Lesson.** Staff should remain with the class and inform the office/senior member of staff.
 - e) **Emergency Evacuation** If for any reason, the Council (LA) advises an evacuation of the School, the procedure should be as is set out in the Fire Regulations. The procedures for the safe evacuation of the building will be made known to all users of the building and plans will be displayed at all appropriate locations.
 - f) **Critical Incidents – see procedures on the Teacher drive based on Local Authority guidelines.**
- d) Fire Precautions**
- i) The School buildings and grounds are **no smoking environments**. This applies to all staff, students and contractors, visitors.
 - ii) **See appendix Seven.**
- e) Electrical Safety**
- i) The following procedures are in place to ensure electrical safety:
 - a) **Portable electrical equipment** is tested on an annual basis and the report received is acted upon immediately. The date of inspection is recorded in the Maintenance Schedule and the next inspection placed in the annual programme of maintenance. Staff/Visitors should not bring their own equipment for use in school.
 - b) Rules on disposal of lamps will be made clear to all necessary personnel. The Site Manager is responsible for ensuring that all lamps are disposed of in line with legislation/guidance.
- f) Hazardous substances and materials**
- i) Only substances or materials that have been assessed in accordance with the COSHH regulations may be used in School. Staff should seek advice from the Site Manager and not bring in materials from home.
 - ii) All substances or materials must be used in accordance with the hazard data sheets.
 - iii) Any hazardous substances that are unwanted or unused must be removed only by recognised disposal contractors.
- g) Contractors in School**
- i) All contractors who are due to carry out work on the School site or inside must report to Visitors Reception where upon a permit to work will be issued after first meeting with the Site Manager and fulfilling requirements about Health and Safety and method statements. Contractors should also be made aware of the location of asbestos if present and sign the appropriate acknowledgement document.
- h) Infection control**
- i) A table giving guidance on exclusion from School for the more common or important infectious diseases is kept in the office.

i) Supervision of pupils

- i) All adults who work at the School should be aware of the arrangements for the safe supervision of pupils throughout the School day and when partaking in School activities. The current arrangements are set out as **Appendix Four**. Staff should ensure that they have reviewed the current Risk Assessments relevant to the area they are occupying, eg classroom, playground, fields.

j) Security

- i) It is the responsibility of the Head Teacher in consultation with the Governing Body to ensure the security of the buildings and grounds.
- ii) All visitors will wear a visitor's badge to aid identification and confirm that signing in has taken place. All visitors will be advised of the emergency evacuation procedure unless they are to be **constantly** accompanied by a member of staff who could lead in the event of an emergency.
- iii) External security shutters have been fitted to the most vulnerable external doors and windows and these protect such areas when the School is unoccupied.
- iv) Staff should take care not to leave their personal valuables unattended in any area of the School at any time and should ensure that School equipment such as computers, videos, televisions, cameras and audio equipment is locked away out of sight when not in use. Each member of staff is responsible for making a visual check of their working area at the end of the School day to ensure that valuable equipment has been cleared away and all doors and windows are secured. Money should always be kept secure and should always be placed in the School safe overnight. **Thieves will cause extensive damage breaking in to steal even small amounts of cash.**
- v) General security in the working day depends on all occupants of the building being vigilant and reporting to the office or a senior member of staff anything unusual, suspicious or causing concern. Serious breaches of security may require the emergency procedures contained in this policy to be used. Further details are contained in the Security Policy on the Teacher drive.

k) Smoking policy

The School buildings and grounds are **no smoking environments**. All staff who work at the School are expected to refrain from smoking on the School site.

l) Out of School Activities

- i) The following outline procedures should be applied to all educational visits and holidays. All risks will be assessed, recorded and controlled.
 - A. Visits of an unplanned nature in the immediate locality of the School. A general letter is sent to all parents when their son/daughter joins the School. A reply is necessary. This written consent covers the pupils for the duration of his/her education at School.
 - B. Planned educational visits for one day or less. All planned visits should be risk assessed at least a fortnight before the trip is to take place and this risk assessment should be signed by the Head Teacher. The procedures are available on the Teacher Drive.
 - C. For all other visits (residential visits) and any visit involving hazardous activities. Please refer to TMBC Arranging Educational School Visits Guidelines which are available on the Teacher Drive.

- ii) Itineraries for School Visits and Holidays. The required detail will vary depending on the nature and duration of the visit. Take the following points into account when constructing an itinerary:-
 - a) times and point of departure/arrival/return
 - b) approximate duration of travel
 - c) all planned activities
 - d) supervision arrangements, especially periods of intermittent supervision
 - e) detail should be given for any evening activities and to supervision on residential visits
 - f) Risk Assessments will be carried out for all visits. Organisers should complete these in consultation with the Educational Visits Coordinator. These should take place at a very early stage before final approval for the visit has been given. Where possible a pre-site visit is encouraged to assess potential hazards and refine arrangements. Risk Assessments for these visits should be submitted to Governor Services a month before the planned trip.

m) Display Screen Equipment (DSE)

The term Display Screen equipment (DSE) is used to describe not only the visual display unit (VDU) of a computer but also the other computer equipment and the workstation where it is used i.e. the desk, work surface, chair, input devices, software, printer and document holder.

The duties under the *Display Screen Equipment Regulations 1992* requires the employer to assess the risks to the health and safety of its employees from the use of DSE.

n) Personal Protection Equipment (PPE)

Personal protective equipment (PPE) is the generic name given to items of protective clothing and equipment used by individuals to control their exposure to hazards. Where it is not practicable to control exposure to hazards by any other means, the employer will provide employees with suitable PPE free of charge. The types of PPE required will be determined as part of the risk assessment process. All employees are responsible for using PPE as directed and for storing it correctly.

o) Manual Handling

Manual handling is the name given to tasks involving lifting, putting down, carrying, pulling, pushing or moving that rely on bodily force. The employer recognises that such tasks have the potential to cause injuries. Where it is not possible to lift or move loads by mechanical means, tasks will be assessed, mechanical aids will be provided to reduce the amount of manual handling required and employees will be provided with training in techniques for safe lifting. Manual handling risks will be assessed using the risk assessment checklist. Each employee is responsible for assessing the risks of their own activities before commencing any manual handling procedures.

p) Work Equipment

For the purpose of this procedure work equipment includes plant, equipment and tools, whether owned by the school or obtained on loan or hire. The employer acknowledges and accepts its duties under the *Provision and Use of Work Equipment Regulations 1998 (PUWER)*. It will take all reasonably practicable steps to provide work equipment that

will not put health and safety of any person at risk and that is suitable and properly adapted for the purpose for which it is provided. All employees are responsible for using machines in accordance with the manufacturers' instruction. Any machine fitted with

a guard to prevent contact with moving parts must not be operated with the guard removed or disabled. Machines must not be adjusted when the machine is running. Damaged equipment must not be used.

q) Use of Ladders

Ladders should only be used by the Site Manager who is aware of the correct procedures and appropriate checks for using ladders. Always select a ladder which is suitable for the work which is being performed. Examine it before use to ensure that it is free from defects, of good construction, sound material and of adequate strength of the job. Ladders should be fitted with non-slip feet. Staff should not stand on chairs or tables to put displays up. Contractors must provide their own ladders. Please see Ladder Policy for further details.

r) Lone Working

Lone workers are those who work by themselves in a building whether in a fixed or mobile work place. Lone working does occur on occasions, and as this may place individuals concerned at 'increased risk' it is important that the issue is addressed within the risk assessment for the particular activity/task. In order to do this, situations need to be identified in advance so that assessments can be conducted and where necessary, appropriate measures put in place. Examples of lone working:

- Caretaker/Site: Manager early start, late finish, school holidays, call-outs etc.,
- Teaching staff: preparation, meetings, etc., outside 'normal' hours in an isolated building
- Late meetings, weekend working

s) Legionella Prevention

The Head Teacher is responsible for ensuring that monitoring systems are adhered to, the logbook completed and that routine testing of the water systems is carried out so as to comply with the Council's guidelines and procedures. The Head Teacher will also ensure that all staff involved in monitoring Legionella are appropriately trained. Scrutiny of systems will take place by the Head Teacher quarterly.

Appendix One : Organisation structure for Health and Safety issues

Governor with responsibility for Health and Safety	-	Syed Huda
Head teacher (day to day operation)	-	Faik Kordemir
Designated Health and Safety Officer	-	Wayne Theobald

Designated First Aiders:

Name	Training	KS	Qualification expiry
Nicola Walker	Paediatric/ Outdoor/ First aid at work	KS2	21/10/22
Dawn Trucca	Paediatric/ Outdoor/ First aid at work	EYFS	17/10/22
Angela Woodward	paediatric/general first aid	KS1	06/05/24
Maliha Qureshi	Emergency First Aid at Work and Paediatric First Aid	KS1	17/10/22
Adam Porter	Emergency First Aid at Work and Paediatric First Aid	KS2	01/04/22
Jo Mason-Steels	Emergency First Aid at Work and Paediatric First Aid	EYFS	17/10/22
Kerry Cull	Emergency First Aid at Work and Paediatric First Aid	KS2	17/10/22
Karen Davies	Emergency First Aid at Work and Paediatric First Aid	KS1	17/10/22
Jo Berry	Emergency First Aid at Work and Paediatric First Aid	KS1	17/10/22
Katy Flynn	Emergency First Aid at Work and Paediatric First Aid	KS2	17/10/22
Kayleigh Hepburn	Emergency First Aid at Work and Paediatric First Aid	KS2	17/10/22
Makala Binmore	Emergency First Aid at Work and Paediatric First Aid	KS2	17/10/22
Sarah Jones	Emergency First Aid at Work and Paediatric First Aid	EYFS	06/05/24

Seema Chauhan	Emergency First Aid at Work and Paediatric First Aid	KS2	06/05/24
Mamta Mistry	Emergency First Aid at Work and Paediatric First Aid	KS1	06/5/24
Hansa Mistry	Emergency First Aid at Work and Paediatric First Aid	KS2	06/05/24

Key holders -

Key Holder One:

ROC

Tel: 0161 785 9593

info@rocfire.co.uk

Key Holder Two:

Wayne Theobald

Site Manager

119 Birch Street

Ashton Under Lyne

Lancashire

OL7 9HW

Tel: 07515441120

Key Holder Three:

Faik Kordemir

Headteacher

Tel: 07949 216637

Appendix Two: Checklist of duties for all staff

All members of staff should

1. Take reasonable care of their own Health and Safety and that of any other person affected by their activities
2. Co-operate to enable any statutory duty or requirements to be met
3. Familiarise themselves with the Health and Safety aspects of their work and avoid conduct which would put them or anyone else at risk
4. Be familiar with the Health and Safety policy and the particular aspects which affect their work
5. Report any observed defects in the premises, plant, equipment and facilities
6. Take an active interest in promoting Health and Safety and suggest ways of reducing risk

Where machinery or equipment is used, staff should

1. Check that it is adequately guarded
2. Check that it is in safe working order
3. Not make unauthorised or improper use of the equipment
4. Use the correct tools or equipment for the job and adopt any appropriate protective or safety measures
5. Ensure that hazardous substances are properly used, stored and labelled

Appendix Three : Accident Reporting

1. All employees are required to report any accidents, which occur at work.
2. An accident report form must be completed for all absences, which result in medical treatment to or absence of staff, students or third parties. All accident report forms should be submitted by the Head Teacher to Jackie Sharpe at TMBC as quickly as possible and within four days. The School retains a copy of the form. Copies of accident investigation report and written statements that may have been made by the injured party or witnesses must be attached to the form. Records should be kept for 12 years.
3. A separate form must be completed for each individual who suffers injury. The incident is recorded on a separate sheet and filed under the child's name. All bumped head incidents must be recorded and notified to class teachers and parents. There is no need to make a record for trivial/minor/non-consequential incidents where the individual involved does not require first aid or medical treatment and where there is no apparent injury.
4. **Where the Head Teacher considers that the accident is likely to be reportable to the Health and Safety Executive it should be reported immediately by telephone to Jackie Sharpe, Health & Safety Advisor at TMBC on 0161 342 3671.**
5. Staff who have witnessed an accident should co-operate fully with the Head in supplying information to complete the form with special reference to Section 8. The Head or Nominated Person will sign the form.
6. All reasonable steps will be taken to identify the cause of the accident or dangerous occurrence and, wherever possible, remedial measures will be taken to prevent a recurrence.
7. **Violence or aggression**
All incidents of violence or aggression must be reported using the approved *School's Special Initiative Package*. The School retains a copy of the form and the original is sent directly within four working days to Steve Gwilt, Services for Children and Young People. If as a result of a violent incident an accident occurs then a Tameside MBC Accident Report Form should be completed.

Appendix Four : Supervision of Pupils

Please refer to the School's Behaviour Policy which is on the Teacher Drive.

The School day

1. Before

- Foundation Stage and Key Stage One staff are in their classrooms from 8.45 ready to greet their children at 8.50am.
- Key Stage Two staff are in their classrooms from 8.50 ready to greet children, who will come in straight from the yard.
- Parents are advised to bring their children at the times above as there is no playground supervision until these times.

2. Morning Registration

Registration takes place in the classroom until 9.10am. Children arriving after that time having missed class registration must be signed in by the parent at the School office to record their attendance.

3. Break supervision

- A member of staff is on duty on each playground and staff should not send their children out unless the yard is supervised.
- Another member of staff supervises the class on returning to their classroom, if the duty teacher needs to go to the toilet.
- Two minutes before the end of playtime, the duty teacher sends two children with a message to the staffroom.
- All staff leave promptly to meet their children on the playground and escort them to the classroom.
- A child having an accident at playtime is sent, accompanied by another child, to the a member of the lunchtime team to ascertain the level of first aid needed and to receive first aid treatment where necessary.

4. Lunchtime supervision

- The Senior Lunchtime Organiser checks that lunchtime staff are present and in the event of an absence makes adjustments to ensure appropriate levels of supervision. These adjustments are communicated to the Headteacher.
- Teachers of Foundation Stage and Key Stage One children remain with their classes until the lunchtime organiser arrives
- Children from Key Stage One are escorted into the dinner hall by a lunchtime organiser.
- Key Stage Two children's release is supervised by teachers in an orderly way so that lunchtimes begin safely, when the children can be received by the lunchtime organisers.
- In the case of wet lunchtimes Teachers should not leave their rooms until a member of the lunchtime staff appears.

5. Children in School for Medical and other reasons

- Any child who needs to stay in for medical reasons, must stay in the reception area near the Office, under the supervision of the Head Teacher and the Office Staff.
- Children who are staying in for other reasons, eg behaviour, are supervised by the member of staff imposing the sanction and are not to be brought down to the Reception area.

6. Movement of Children and Classes around School

- The class teacher or teaching assistant escorts children to the Hall or ICT suite.
- A message is sent to those teachers not present in assembly to collect their class/children.

7. After School closes

- Children from Foundation Stage to Year 3 are released by the teacher to a known adult or older sibling.
- Older children are released by the teacher who ensures that they leave the premises in a sensible and safe way.
- Where a parent is late and has not arrived by 3.20pm, children are brought by their teacher to wait in the reception area. Teachers/Teaching Assistants must attempt to contact parents/carers and must notify the Office Staff.

8. In the Classroom

- Children are supervised at all times and are not left unattended at any time.
- All photocopying and resources are collected prior to all teaching sessions.
- Staff are able to contact the office by mobile phone in the case of an emergency or by using the internal telephone which is available in KS2, Nursery and Reception classrooms.

9. Message to parents/carers re parking – Health and Safety issues re parking etc

Letters go home to parents termly asking for their cooperation in parking safely and considerately for both the safety of our pupils and the wellbeing of residents. The School car park gates are closed from 8:45 to 9:15 and from 2:45 to 3:15 day in order to prevent parents parking on the car park and endangering the safety of the children.

Appendix Five : Security Arrangements

The School's security arrangements are detailed in the School's Security Policy which is reviewed annually by the Premises & Safety Committee and is available on the 'Teachers' Drive'.

1. The Site Manager is responsible for opening the School in the morning and locking all gates at the appropriate times to ensure that the only access to the School is through the Main Office. The Site Manager is responsible for checking all doors and windows before setting the intruder alarm and locking the School. The person responsible for locking the School should ensure prior to locking up that all users have vacated the premises.

2. **Visitors to the School**
All visitors to School are registered by the Admin Officer at reception and issued with a colour-coded badge dependent on their DBS status and as detailed in the School's Security Policy.
Contractors undertaking works are to be issued with a TMBC Permit-to-Work by the Site Manager.

3. **Contact with the police.** A record should be kept of all contacts with the police.

Appendix Six: Medical and First Aid arrangements

1. The designated First Aid staff in the School are as follows: -

See appendix one

Most staff have completed basic first aid training including resuscitation and choking. All staff are expected to respond to any child requiring basic first aid such as a cut or graze.

The duties of First Aiders are as follows: -

- give immediate help to casualties with common injuries or illnesses and those arising from specific hazards at School
- when necessary, ensure that an ambulance or other professional medical help is called

First Aiders are trained by accredited trainers and this training is updated at the appropriate intervals. Certificates are displayed in the staff room.

2. First Aid boxes are located as follows in each classroom and lunchtime supervisors each keep a first aid kit on their person during the lunch period. First Aid supplies are stored in the main office.

Location	Responsible for checking
Each classroom	Angela Woodward as Senior TA to allocate duty to a designated TA
Midday staff each have a first aid bag to be on their person at all times during lunchtime duty	Midday staff

First Aiders are responsible for maintaining the list of contents for First Aid boxes and for monitoring the checking and maintenance of First Aid boxes. For additional details please see the First Aid Policy.

3. Medication

Schools procedures: For full details please refer to the Managing Medicines Policy which is an Appendix to the First Aid Policy and can be found on the Teacher Drive.

Appendix Seven: Fire Prevention

Please refer to the Site Manager's Risk Assessments folder which includes information on all steps taken to observe fire prevention. These are available in the Site Manager's office.

Appendix Eight : Health and Safety Committee

Membership

Chair – Health and Safety Governor – Syed Huda
Governor – Shilpa Chauhan
Governor – Stephen Longley
Governor – Ali Basharat
Governor – Justin Hardy
Head Teacher – Faik Kordemir
Site Manager – Wayne Theobald

Remit

Termly meetings
Keep policy up to date
Check policy in operation
Spread Health and Safety awareness

Outline agenda

1. Minutes of previous meeting
2. Matters arising not covered by previous agenda
3. Actions since last meeting - diary
4. Fire Procedures
5. Ventilation and heating
6. Site Issues

Useful contacts:

Jackie Sharpe – 0161 301 1357

Greater Manchester Health Protection Unit – 0161 786 6710 (Infection and Control)

Further Information on policies and guidance go to:-

Health & Safety Executive <http://www.hse.gov.uk/services/education/>

DfE <https://www.gov.uk/government/publications/health-and-safety-advice-for-schools>