

Part 1: General Statement of Health and Safety Policy

As governors of St Paul's Cathedral School (SPCS) we fully recognise our collective responsibility for providing, so far as is reasonably practicable, a safe and healthy school for all of our employees, pupils, contractors, visitors (including parents) and others who could be affected by our activities. In our role as employer we attach high priority to ensuring that all the operations within the school environment, both educational and support, are delivered in an appropriate manner. The governors are committed to promoting the welfare of all in our community so that effective learning can take place. This policy applies to all sections of our school, including Boarders and Early Years Foundation Stage (EYFS) pupils.

We fulfil our responsibility as governors of SPCS by appointing a governor, Simon Robson Brown, with responsibility for overseeing Health and Safety as part of his general responsibilities as a member of the Finance and Resources Committee.

Responsibility for the operation of Health and Safety at the school is vested with the Head. However, as governors, we have specified that the school should adopt the following framework for managing Health and Safety:

- The Head delegates day to day management and operation of Health and Safety to the Bursar.
- The Governor overseeing Health and Safety attends the meetings of the school's Health and Safety committee termly and receives copies of all relevant paperwork.
- A report on Health and Safety covering: statistics on accidents to pupils, staff and visitors, staff training, fire drills, and any changes to relevant policies and procedures is tabled at each term's Finance and Resources Committee meeting.
- The minutes of the Committee's discussion on Health and Safety are tabled at each meeting of the full Governing Board together with any other issues on Health and Safety that the Bursar wishes to bring to the Board's attention.
- The external fabric of the school, its plant, equipment and systems of work are surveyed and inspected regularly by competent professionals.
- Reports generated by such inspections and surveys are considered by the Bursar, who briefs the Health and Safety Governor and Head and resulting recommendations form the basis of the school's routine maintenance programmes.
- The school's adherence to Health and Safety in catering and cleaning of the food preparation and eating areas is subject to external inspection by the Environmental Health Officer (EHO). In addition, together with regular external deep cleaning and pest control services, the Bursar is also to ensure that the external catering provider arranges for an independent hygiene and safety audit of food storage, meal preparation and food serving areas at least three times a year. The Bursar reports on all these aspects to the Health and Safety Committee.

Part 1: General Statement of Health and Safety Policy

- The school has fire risk assessments from which action plans are drawn up and implemented. These assessments are reviewed annually and updated every three years, more frequently if significant changes are made to the interior of buildings or new buildings are bought or added. The Health and Safety Committee should review this risk assessment every time it is amended and the Bursar will keep the Finance and Resources Committee updated.
- An external Health and Safety consultant reviews the overall arrangements for Health and Safety, including fire safety, the general state of the school, and reports on actions required with recommended timescales. The progress of implementation should be monitored by the Finance and Resources Committee.
- The school has a competent person to undertake a risk assessment for water quality, including legionella every two years and a water sampling and testing regime is in place.
- The school has a comprehensive programme of training and induction of new staff in Health and Safety related issues which includes where applicable, role and task specific training.

All members of staff are responsible for taking reasonable care of their own safety, that of pupils, visitors, temporary staff, volunteers and contractors. They are responsible for co-operating with the Head, the Bursar and other members of the Senior Leadership Team (SLT) in order to enable the governors to comply with Health and Safety duties. Finally, all members of staff are responsible for reporting any significant risks or issues to the Bursar.

All employees are briefed on where copies of this statement can be obtained. They will be advised as and when it is reviewed, added to or modified. Details of the organisation and arrangements for carrying out the policy are to be found in parts two of this document.



Signed (.....) Chair of Governors, for and on behalf of the Board
Paula Gooder

Date 11/07/2025