

**SUPPLEMENTARY HEALTH & SAFETY POLICY**  
**FOR**  
**GRACELANDS AND JAKEMAN NURSERY SCHOOL CLUSTER**

**APPROVED BY GOVERNORS** 20 October 2022

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**SUPPLEMENT TO HEALTH & SAFETY POLICY**  
**FOR**  
**GRACELANDS AND JAKEMAN NURSERY SCHOOL CLUSTER**

### **1. Introduction**

The school recognises the requirements of the Health & Safety at Work Act 1974 (and associated Regulations) and has an existing **Health & Safety Policy and Health & Wellbeing Policy** which set out how we do this. However, in recognition of the current circumstances due to COVID-19, this supplementary document sets out the arrangements in relation to the health and safety of our children, staff and the wider school community during this time. This document has been written in accordance with guidance from the DfE and the Local Authority (or other employer) in relation to managing risk associated with COVID-19.

In order to ensure the school continues to operate in a safe way, thorough risk assessments are undertaken and any necessary adjustments to ensure the safety of children, staff and the wider community are implemented.

### **2. Risk assessment**

No national restrictions are in place as of 20 October 2022.

The school follows a COVID 10 Outbreak Management Plan.

Schools and settings will only need to implement some, or all, of the measures in this plan in response to recommendations provided by UK Health Security Agency (UKHSA), or potentially the local authority (LA), directors of public health (DsPH), or the national government.

Risk assessment processes are dynamic and are regularly reviewed to ensure they meet current need. All appropriate documentation is shared with staff and any necessary training to support implementation of the plan is provided.

### **3. Roles and responsibilities**

#### **a. The Governing Body will:**

- Regularly assess the effectiveness of the policy, risk assessment, action plan or outbreak management plan as appropriate to national guidance.
- Ensure all documentation is regularly reviewed to meet current need and any updated guidance from the Government or Local Authority
- Ensure staff have access to any training or instruction required to implement the action plan
- Prioritise the wellbeing of all pupils and staff and ensure there is appropriate support in place

#### **b. The Executive Headteacher will:**

- Have overall responsibility for the development and implementation of the policy, risk assessment and action plan
- Ensure all documentation is regularly reviewed to meet current need and any updated guidance from the Government or Local Authority
- Prioritise the wellbeing of all pupils and staff and ensure there is appropriate support in place

**c. All staff will:**

- Carry out all work in accordance with the policy, risk assessment and action plan, including additional tasks as part of the response to COVID-19
- Take the opportunity to contribute to the risk assessment and action planning process
- Be responsible for reporting any (potential or actual) Health and Safety risks related to COVID-19 to the Executive Headteacher
- Undertake any training to support implementation of the action plan and to identify any individual needs which may impact on the delivery of the plan
- Prioritise the wellbeing of all pupils and other staff

**d. Parents will:**

- Adhere to any recommendations from the school to help reduce the risk of transmission
- Keep their child at home if they have a temperature and are unwell if advised to by the school or another appropriate Body (GP or NHS Track and Trace, for example)
- Adhere to drop-off and collection arrangements set by the school
- Ensure their child is aware of any protective measures put in place by the school and to encourage them to comply
- Adhere to government guidance at all times to reduce the risk of transmission

**e. Pupils will:**

- Observe the Health and Safety rules of the school, including new arrangements in response to COVID-19 set out in the current school Behaviour Policy
- Make staff aware if feeling unwell
- Report any Health and Safety concerns to a member of staff

Relevant Health and Safety information has been communicated to all staff and the wider school community through professional conversations with leaders and staff meetings.