

Wakari School Board of Trustees
OCCUPATIONAL HEALTH AND SAFETY POLICY
16 August 1995

PURPOSE

- To take all reasonable steps to
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- identify all actual or potential hazards
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- take steps to eliminate, isolate or minimise hazards
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- prevent injury
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- create a safe school environment
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- establish safe working practices
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- provide adequate first aid facilities
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- ensure effective staff safety training
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- develop personal responsibility for safety awareness
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- set a good example in safe working practice for the pupils
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- keep a register of accidents
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- notify the Ministry of Education of hazards

OBJECTIVES

- 1 The board plays an active part with the principal in the delivery of the Health and Safety programme for each year.
- 2 The property sub-committee monitors Health and Safety aspects of school facilities and reports to the board.
- 3 The principal monitors day-to-day safety in the school and takes appropriate action when needed.

- 4 The Health and Safety development programme includes the following components:
- (a) Identification of hazards.
 - (b) Elimination/isolation/minimisation of hazards.
 - (c) Emergency and evacuation routines including warning systems.
 - (d) Playground equipment and conditions (Maintenance/Inspection).
 - (e) Accident procedures (Medical Room/Sick Bay).
 - (f) Machinery (Lawnmowers etc).
 - (g) Heating and Boiler operations.
 - (h) Safety practices within buildings.
 - (i) Road safety (Cycling and walking to school, trips, school transport).
 - (j) Litter control.
 - (k) Furniture and general classroom equipment.
 - (l) Storage of petrol, chemicals.
 - (m) School camp equipment including archery items and air rifles.
 - (n) The keeping of a register of accidents.
 - (o) The notification to the Ministry of Education of hazards.
- 5 The Programme is reviewed regularly.
- 6 The school complies with the Health and Safety Code of Practice issued by the Ministry of Education.

EFFECTIVENESS REVIEW

- 1 This policy will be reviewed by the board in accordance with its self-review guidelines and timetable.
- 2 The board will make its review report available to parents and staff.