

# **Sperrinview Special School**

## **A Safe Working Environment Policy**

In carrying out our responsibility to provide a safe working environment for all in Sperrinview, we are guided by the policies set out in the EA Southern Region Health and Safety Manual. The guidelines in this manual are comprehensive enough to ensure the safety of our premises and people, staff, pupils, visitors etc. This manual will be kept in the general office and be available to all. It lists the responsibilities of all personnel regarding health and safety matters and sets out the action to be taken in any situations where health and safety are an issue. We do however need to be continuously vigilant for and assess potential hazards which would put us at risk. We identify hazards as anything which might harm us eg a loose tile, faulty lock or inadequate training for safe operating in a particular situation.

All hazards do not contain the same potential risk and will be acted upon in accordance. But all hazards should be brought to the attention of the Principal, who will take the appropriate action to have them eliminated.

### **Review**

A sub-committee of the Board of Governors will monitor and evaluate the effectiveness of this policy as part of a timetabled, on-going process.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_