

## HEALTH & SAFETY POLICY STATEMENT OF INTENT

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### Commitment to Health & Safety

Leigh Academy Trust (LAT) is dedicated to providing a safe and healthy working environment for all employees, students, contractors, and visitors. We are committed to comply with the Health and Safety at Work Act (1974) with all relevant health and safety legislation and regulations.

### Employee Responsibilities

All LAT employees are responsible for:

- Taking reasonable care of their own health and safety and that of others.
- Complying with health and safety rules and procedures.
- Reporting any hazards or unsafe conditions.

### LAT Responsibilities

LAT is responsible for:

- Ensuring that the policy is implemented effectively.
- Providing necessary resources and support.
- Monitoring and reviewing health and safety performance.

### Our Health & Safety Policy

Our policy is to ensure, so far as is reasonably practicable, the health, safety, and welfare of all persons affected by our activities. This includes:

- SSoW Arrangements: We provide a structured framework for safety processes in the workplace. The SSoW Arrangements cover background, purpose, scope, description, roles and responsibilities and compliance to ensure the health and safety of all employees .

- Risk Assessments: We will conduct, record and suitably review risk assessments to manage any identified workplace or work-related possible or foreseeable hazards and/or associated risks. We will communicate any significant findings and full risk assessment to all persons that would be affected.
- Emergency Preparedness: Having Academy specific Fire Evacuation and Lockdown procedures in place to respond to emergencies.
- Safe Conditions: Providing a safe and healthy workplace, including adequate lighting, ventilation, and welfare facilities.
- Safe Equipment: Ensuring that all machinery and equipment is safe and maintained in good condition.
- Safe Materials: Handling, storing, and disposing of materials safely and in accordance with manufacturer's instructions.
- Consultation and Involvement: Encouraging employee involvement in health and safety matters.
- Training and Supervision: Ensure the provision of sufficient health and safety training, information, instruction and appropriate levels of supervision for all staff to enable them to understand their health and safety responsibilities and have the knowledge, competence, and confidence to undertake their work safely.
- Approved Contractors: All Estates work that is carried out by an external contractor are rigorously checked to ensure they hold industry certificates or membership in the relevant trade associations, have provided their Health & Safety Policy or evidence of compliance, accident statistics to ensure they operate safely, have acceptable level of insurance and are financial stable.
- Trade Unions: We will ensure systems are in place for the regular consultation and communication with all Academy staff, recognised Trade Union representatives and others who may share the Trust's facilities, regarding matters concerning health and safety and the preventative and protective measures in place to protect them. The Trust Health and Safety committee and associated Academy meetings are in place to support this.
- Audit Programme: We will conduct academy baseline audits every two years and academy fire risk assessments every three years. This structured schedule ensures regular evaluation and maintenance of safety standards and regulatory compliance, reducing risks and supporting adherence to both internal policies and regulatory requirements.
- Personal Protective Equipment: Providing suitable PPE to protect employees from hazards.

We will strive to comply with all current working Health and Safety Executive Approved Codes Of Practices' (ACOPs) and Guidance.

Leigh Academy Trust have appointed Prime Safety Services Ltd to provide us with support and Health and Safety assistance. This service fully satisfies Regulation 7 of the Management of Health and Safety at Work Regulations 1999, which states that companies need to demonstrate that they have access to competent health & safety advice. This is in addition to LAT Compliance Managers who are NEBOSH General Certificate in Occupational Health and Safety qualified.

As CEO of Leigh Academies Trust, I am committed to prioritising the health and safety of our employees, students and all other stakeholders. To further enhance our H&S performance, we will implement the following strategic initiatives:

- Accelerated Audit Frequency: To ensure ongoing compliance and identify potential risks early, we will reduce the frequency of academy audits from three years to two years. This more frequent assessment will allow us to proactively address any emerging issues and maintain high standards of health and safety across all our facilities.
- We will schedule, manage and report on all compliance tasks to ensure adherence to statutory planned preventative maintenance. By tracking the completion of these essential

tasks, we can identify and rectify any delays or discrepancies, ensuring that our equipment and infrastructure remain safe and operational.

- Continuous professional development & training for all staff to promote a positive culture of health and safety.
- We will analyse data to identify trends, uncover root causes, develop an accident rate and implement targeted preventative measures, which will be reported to the Trust Health and Safety Committee. This process helps us reduce the likelihood of future accidents, improve workplace safety and ensure compliance with health and safety regulations.

These initiatives are integral to our ongoing commitment to creating a safe and healthy working environment. By strengthening our auditing processes, improving compliance monitoring and training our staff, we aim to reduce the risk of accidents, injuries, and illnesses, fostering a culture of safety and well-being within our organisation.

A handwritten signature in black ink that reads "Simon Beamish". The signature is written in a cursive, flowing style with a long horizontal tail at the end.

**Simon Beamish - LAT Chief Executive Officer**

**Date: November 2024**