



# Te Kauwhata Primary School

*'Learning Together' – 'Kia Ngatahi te Ako'*

## Health and Safety Policy

NAG 5: Health and Safety

### **Rationale**

Te Kauwhata Primary will actively implement procedures to improve the health, welfare and safety of students and staff. It will foster an environment, which empowers students and staff to make effective choices in relation to their own, and others' health and safety. The school will comply with current health and safety legislation and Ministry of Education requirements.

### **Purposes**

1. Emergency situations will be managed by following clear sets of procedures.
2. Health problems that arise need to be recognized and effectively addressed.
3. The physical environment will be developed, and inspected regularly, to minimize risk and potential danger.
4. Procedures will be followed to ensure the emotional and physical safety of staff and students.
5. Bullying, in any form, is not acceptable at Te Kauwhata Primary.
6. The 'Cool Schools' Peer Mediation Programme will operate to help foster positive relationships at school.
7. Guidelines and procedures are developed to ensure acceptable use of the Internet and modes of electronic communications.
8. Clear procedures and guidelines ensure the maximum safety of all visitors and work people at school.
9. Children, and staff safety, is paramount when participating in an EOTC experience.

In order to fulfill the policy, the board and management have developed, and will regularly review, the following

### **Procedural and Administrative Guidelines associated with 'Health and Safety':**

1. Emergency Management
  - Earthquake
  - Fire drill
  - Lock down
  - Other emergencies
2. Sickness, Injury and Accident
  - First Aid
  - Medication
  - Infection control
3. Health and Safety of Staff and Students
  - Absences from school
  - Duty
  - Safety at school
    - Emotional safety
    - Physical safety

- o Swimming pool safety
- Behaviour management
- Bullying
- Traveling home
- Food at school
- Hazard management
- 4. EOTC (Education Outside of the Classroom)
- 5. School visitors
- 6. Sexual harassment
- 7. Equity
- 8. Care of Animals at School

Approved by Board \_\_\_\_\_

Chairperson – signed for Board of Trustees

Date: June 2016

Revised: \_\_\_\_\_

Chairperson – signed for Board of Trustees

Date: June 2017