



Vita et Pax
PREPARATORY SCHOOL

Vita et Pax Preparatory School
Established 1936

Health & Safety Policy

Policy Originator	Head Teacher
Approved by	Governing Body
Date Approved	1 March 2026
Status	Statutory
Review Period	Annually (next: March 2027)

1. Statement of Intent

The Governing Body and Head Teacher are committed to a safe and healthy environment for pupils, staff, visitors and contractors under the Health and Safety at Work etc. Act 1974.

2. Responsibilities

- Governing Body: strategic oversight and resourcing.
- Head Teacher: day-to-day implementation, assessment and training.
- All staff: reasonable care, cooperation and hazard reporting.

3. Risk Management

- Risk assessments for premises, classrooms, PE, science, events, visits and contractor activity.
- Annual review or earlier where circumstances change.

4. Fire and Emergency Arrangements

- Fire risk assessment and routine testing/servicing cycles.
- Regular evacuation drills and clear escape routes.
- Documented plans for lockdown and critical incidents.

5. Premises, Accident Reporting and Security

The premises are inspected and maintained through planned compliance checks (gas, electrical, water, asbestos and equipment). Accidents and near misses are recorded and RIDDOR reporting is completed where required. Site access is controlled and visitors are signed in and identified.

6. Monitoring and Review

Health and safety is monitored through leadership oversight, staff meetings and governing body review, with this policy reviewed annually.

Approved by: Governing Body of Vita et Pax Preparatory School

Date: 1 March 2026