



Policy	Health and Safety Policy
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1. Health and Safety Policy

The Health and Safety Policy of Beyond Horizons Academy as far as is reasonably practicable aims to:

- Provide an environment in which staff, students and visitors can function without risk to their health or safety.
- Ensure that Beyond Horizons Academy is a safe place, and that the environment, facilities, equipment and substances are subject to safe systems of work to prevent risks to health or safety.
- Provide and maintain an environment that is suitable with regard to facilities and arrangements to safeguard the occupational health requirements and welfare of employees and students.
- Provide an environment in which everyone can carry out their tasks without fear of intimidation, harassment, violence, or undue stress.
- Identify the need for, and to provide, training, instruction, information and supervision to all staff and students.
- Provide a means of consultation on health and safety matters for all employees, their representatives, the student representatives, and recognise the role of Trade Union Safety Representatives.
- Promote personal responsibility and effort on the part of everyone to avoid and prevent health hazards and injuries to themselves and to others who may be affected by their acts or omissions and to co-operate with Beyond Horizons Academy to comply with its duties, requirements and statutory obligations.
- Ensure that all those with responsibilities for managing equipment or premises, or supervising others, are aware that these responsibilities include health and safety requirements and the need to carry out risk assessments for all potentially hazardous activities.
- Ensure that the principles of good health and safety management are applied to all activities undertaken by Beyond Horizons Academy, including activities such as events, travel, and field trips.
- Provide support on matters of occupational safety through Beyond Horizons Academy's Health and Safety Officer who will be responsible for advice to the organisation, for regular auditing, and who has the responsibility and authority for enforcement.
- Monitor the health and safety performance of Beyond Horizons Academy through regular reports to senior management, and to publicly report on health and safety performance.
- Make arrangements to act upon health and safety matters at all levels through departmental meetings and through senior management.
- Display and publicise this statement and regularly review it.

2. Health and Safety Induction

A member of the Senior management team is responsible for conducting a health and safety induction and showing the students/employees around the premises, referring particularly to:

- Emergency exits

- The emergency assembly point
- Fire alarms and fire extinguishers
- First aid boxes

The inductor is also responsible for explaining procedures for signing in and out, emergency evacuation, fire drills, fire alarm testing and for informing the employees of the names and location of nominated first aiders.

3. Risk assessments

Comprehensive risk assessments have been created and are regularly updated on all equipment and furniture on the premises and in other places where students may face risk. Risk assessments are required for all external locations where Beyond Horizons Academy students are being taken by Beyond Horizons Academy.