



Health & Safety Notice

It is the responsibility of all Staff & Governors to report any potential Health and Safety issues that may arise.

If you believe that there is a Health and Safety issue please report it immediately to:

Mrs S Foster (Academy Business Manager)

Mr G Baker (Site Manager)

Mrs F Parish (Principal)

In order that this can be investigated further.

Appointed Persons for Health and Safety

Mrs F Parish (Principal)

Mrs A Parkhurst (Vice Principal)

Mrs S Foster (Academy Business Manager)

Guidance for Accident Reporting

- It is the responsibility of the designated person to carry out a full investigation.

Questions that will be asked by the designated person:

Where did the accident happen?

At what time?

How did the accident happen?

Did anybody witness the accident?

Who applied first aid?

- The aim is not to apportion blame but to prevent further accidents in the future.

