



# West Hill School

*Aiming High Since 1927*

## Health & Safety Policy

Item	Author/Owner	Date Written	Approved by	Date Approved
1	L Harrison	31/10/2023	Full Board of Trustees	29/11/2023



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## Changes table:

Date	Name	Notes
September 2023	Louise Harrison – Business Manager	Page 2 – Headteacher and CoT updates Page 3 – Reference to Covid Policy Page 13 Updates to no of 1 <sup>st</sup> aiders Page 17 – Update to duty and title of post holder. Details of first aiders Page 18 – Changes to title – Caretaker to facilities Manager and updates to changes in companies for services.



## INTRODUCTION

West Hill School's Health and Safety Policy details its commitment to effective health and safety management. The policy details the aims and objectives of the policy and the responsibilities of those involved for the delivery of the arrangements for health and safety.

## COVID19

There is a separate COVID19 Policy for the management of COVID19 on the school site. This policy is no longer in use.

## POLICY AIMS

To be a school where everyone can undertake their roles and responsibilities and fulfil their potential free from work related or education related injury or ill health; this includes all school staff, agency workers, peripatetic workers, volunteers, pupils, parents and any others who may be affected by our work activities.

## POLICY OBJECTIVES

- To conduct our activities safely and in compliance with legislative standards
- to provide safe working and learning conditions
- to ensure a systematic approach to the identification of risks and the allocation of resources to control them
- to be a school that promotes a positive health and safety culture that is demonstrated by open communication and a shared commitment to the importance of health, safety and welfare
- to promote the principles of sensible risk management which enables innovation and learning.

## THE SCHOOL WILL

- Seek to ensure that its buildings, grounds, plant and equipment meet appropriate health and safety standards
- Promote health and safety training to ensure competence and awareness
- Develop and communicate information on sensible risk management and safe working practices
- Require all employees and encourage and support all pupils to show a proper personal concern for their own safety, for that of the people around them through management example, through joint consultation, within the delivery of the curriculum and through pastoral care
- Require staff to exercise due care and attention, and observe safe working methods, including those inherent in their professional craft or training.

West Hill School will adopt a planned risk-based approach to health and safety management based on the principles of sensible risk management. This will involve:

- Assessment of hazards and associated risks
- Identification and implementation of preventive and protective control measures against those risks to an acceptable/ tolerable level
- Monitoring the effectiveness of those measures including the enforcement of proper working practices by the senior leadership team and other supervising staff members and the review of incident statistics



- Including health and safety requirements/responsibilities into contract conditions which will be enforced by the Trustee Body, senior leadership team and other supervising staff members
- Provision of information, instruction, training and protective equipment to staff (and pupils where required)
- Review of risk assessments, policies, procedures and practices at regular interval and where additional information is gained through monitoring or following an incident.

## GENERAL

The Trustee Body notes the provisions of the Health and Safety at Work, etc. Act 1974 (s.3(1)), which states that it is the duty of every employer to conduct his or her business in such a way as to ensure, so far as is reasonably practicable, that persons who are not in his or her employment, but who may be affected by it are not exposed to risks to their health and safety, and accepts that it has a responsibility to take all reasonably practicable steps to secure the health and safety of pupils, staff and others using the school premises or participating in school-sponsored activities. It believes that the prevention of accidents, injury or loss is essential to the efficient operation of the school and is part of the good education of its pupils.

The aim of the Trustee Body is to provide a safe and healthy working environment for staff, pupils and visitors.

The arrangements outlined in this statement and the various other safety provision made by the Trustee Body cannot prevent accidents or ensure safe and healthy working conditions. The Trustee Body believes that only the adoption of safe methods of work and good practice by every individual can ensure everyone's personal health and safety. The Trustee Body will take all reasonable steps to identify and reduce hazards to a minimum but all staff and pupils must appreciate that their own safety and that of others also depends on their individual conduct and vigilance while on the school premises or while taking part in school-sponsored activities. Staff and pupils should also be aware that they have a common law duty of care towards others whilst on the school site.

## THE DUTIES OF THE TRUSTEE BODY

In the discharge of its duty the Trustee Body, in consultation with the Headteacher, will:

- (a) make itself familiar with the requirements of the Health and Safety at Work, etc. Act 1974 and any other health and safety legislation and codes of practices which are relevant to the work of the school, in particular the Management of Health and Safety at Work Regulations 1992 (SI 1992 No.2051)
- (b) ensure that there is an effective and enforceable policy for the provision of health and safety throughout the school
- (c) periodically assess the effectiveness of this policy and ensure that any necessary changes are made
- (d) identify and evaluate all risks relating to:
  - (i) accidents



- (ii) health
- (iii) school-sponsored activities (including work experience)
- (e) identify and evaluate risk control measures in order to select the most appropriate means of minimising risk to staff, pupils and others
- (f) create and monitor the management structure.

In particular the Trustee Body undertakes to provide:

- (a) a safe place for staff and pupils to work including safe means of entry and exit
- (b) plant, equipment and systems of work which are safe
- (c) safe arrangements for the handling, storage and transport of articles and substances
- (d) safe and healthy working conditions which take account of all appropriate:
  - (i) statutory requirements
  - (ii) codes of practice whether statutory or advisory
  - (iii) whether statutory or advisory
- (e) supervision, training and instruction so that all staff and pupils can perform their school-related activities in a healthy and safe manner. All staff will be offered the opportunity to receive health and safety training which is appropriate to their duties and responsibilities and which will be given before an employee commences any relevant work. Wherever training is required by statute or considered necessary for the safety of staff, pupils and others then the Trustee Body will ensure, within the financial resources available, that such training is provided. Pupils will receive such training as is considered appropriate to the school-related activities which they are carrying out. All training will be regularly updated
- (f) necessary safety and protective equipment and clothing together with any necessary guidance, instruction and supervision
- (g) adequate welfare facilities.

So far as is reasonably practicable the Trustee Body, through the Headteacher, will make arrangements for all staff, including temporary and voluntary staff and helpers and those on fixed-term contracts to receive comprehensive information on:

- (a) this policy
- (b) all other relevant health and safety matters
- (c) the instruction and training that will be given to all employees so that they may carry out their duties in a safe manner without placing themselves or others at risk.





## THE DUTIES OF THE HEADTEACHER

As well as the general duties which all members of staff have (see 5.0), the Headteacher has responsibility for the day-to-day maintenance and development of safe working practices and conditions for teaching staff, non-teaching staff, ancillary staff, pupils, visitors and any other person using the premises or engaged in activities sponsored by the school and will take all reasonably practicable steps to achieve this end through the Headteachers of the appropriate departments, senior members of staff, teachers and others as appropriate.

- The Headteacher is required to take all necessary and appropriate action to ensure that the requirements of all relevant legislation, codes of practice and guidelines are met in full at all times.
- In particular, the Headteacher will:
  - (a) be aware of the basic requirements of the Health and Safety at Work, etc. Act 1974 and any other health and safety legislation and codes of practices relevant to the work of the school
  - (b) ensure, at all times, the health, safety and welfare of staff, pupils and others using the school premises or facilities or services or attending or taking part in school-sponsored activities
  - (c) ensure safe working conditions for the health, safety and welfare of staff, pupils and others using the school premises and facilities
  - (d) ensure safe working practices and procedures throughout the school including those relating to the provision and use of machinery and other apparatus, so that each task is carried out to the required standards and so that all risks are controlled
  - (e) consult with members of staff, including the safety representatives, on health and safety issues
  - (f) arrange systems of risk assessment to allow the prompt identification of potential hazards
  - (g) carry out periodic reviews and safety audits on the findings of the risk assessment
  - (h) identify the training needs of staff and pupils and ensure, within the financial resources available, that all members of staff and pupils who have identified training needs receive adequate and appropriate training and instruction in health and safety matters
  - (i) encourage staff, pupils and others to promote health and safety
  - (j) ensure that any defects in the premises, its plant, equipment or facilities which relate to or may affect the health and safety of staff, pupils and others are made safe without delay
  - (k) encourage all employees to suggest ways and means of reducing risks
  - (l) collate accident and incident information and, when necessary, carry out accident and incident investigations



- (m) monitor the standard of health and safety throughout the school, including all school-based activities, encourage staff, pupils and others to achieve the highest possible standards and discipline those who consistently fail to consider their own well-being or the health and safety of others
- (n) monitor first aid and welfare provision
- (o) monitor the management structure, along with the Trustees.

## THE DUTIES OF SUPERVISORY STAFF

All supervisory staff (e.g. Headteachers of departments, co-ordinators, technicians) will make themselves familiar with the requirements of the Health and Safety at Work, etc. Act 1974 and any other health and safety legislation and codes of practice which are relevant to the work of their area of responsibility.

In addition to the general duties which all members of staff have (see 5.0), they will be directly responsible to the Headteacher or the member of staff nominated by the Headteacher to have overall day-to-day responsibility for the implementation and operation of the school's health and safety policy within their relevant departments and areas of responsibility.

They will take a direct interest in the school's health and safety policy and in helping other members of staff, pupils and others to comply with its requirements.

As part of their day-to-day responsibilities they will ensure that:

- (a) safe methods of working exist and are implemented throughout their department
- (b) health and safety regulations, rules, procedures and codes of practice are being applied effectively
- (c) staff, pupils and others under their jurisdiction are instructed in safe working practices
- (d) new employees working within their department are given instruction in safe working practices
- (e) regular safety inspections are made of their area of responsibility as required by the Headteacher or as necessary
- (f) positive, corrective action is taken where necessary to ensure the health and safety of all staff, pupils and others
- (g) all plant, machinery and equipment in the department in which they work is adequately guarded
- (h) all plant, machinery and equipment in the department in which they work is in good and safe working order
- (i) all reasonably practicable steps are taken to prevent the unauthorised or improper use of all plant, machinery and equipment in the department in which they work





- j) appropriate protective clothing and equipment, first aid and fire appliances are provided and readily available in the department in which they work
- (k) toxic, hazardous and highly flammable substances in the department in which they work are correctly used, stored and labelled
- (l) they monitor the standard of health and safety throughout the department in which they work encourage staff, pupils and others to achieve the highest possible standards of health and safety and discipline those who consistently fail to consider their own well-being or the health and safety of others
- (m) all the signs used meet the statutory requirements
- (n) all health and safety information is communicated to the relevant persons
- (o) they report, as appropriate, any health and safety concerns to the appropriate individual.

## THE DUTIES OF ALL MEMBERS OF STAFF

All staff will make themselves familiar with the requirements of the Health and Safety at Work, etc. Act 1974 and any other health and safety legislation and codes of practice which are relevant to the work of the department in which they work. They should:

- (a) take reasonable care of their own health and safety and any other persons who may be affected by their acts or omissions at work;
- (b) as regards any duty or requirements imposed on his or her employer or any other persons by or under any of the relevant statutory provisions, co-operate with him or her so far as necessary to enable that duty or requirement to be performed or complied with.

All staff are expected to familiarise themselves with the health and safety aspects of their work and to avoid conduct which would put them or anyone else at risk.

In particular, all members of staff will:

- (a) be familiar with the safety policy and any and all safety regulations as laid down by the Trustee Body
- (b) ensure health and safety regulations, rules, routines and procedures are being applied effectively by both staff and pupils
- (c) see that all plant, machinery and equipment is adequately guarded
- (d) see that all plant, machinery and equipment is in good and safe working order
- (e) not make unauthorised or improper use of plant, machinery and equipment
- (f) use the correct equipment and tools for the job and any protective equipment or safety devices which may be supplied
- (g) ensure that toxic, hazardous and highly flammable substances are correctly used, stored and labelled



(h) report any defects in the premises, plant, equipment and facilities which they observe

(i) take an active interest in promoting health and safety and suggest ways of reducing risks.

## **HIRERS, CONTRACTORS AND OTHERS**

When the premises are used for purposes not under the direction of the Headteacher then the principal person in charge of the activities for which the premises are in use will have responsibility for safe practices as indicated in paragraph 3.0 of this document.

The Headteacher or the co-ordinator will seek to ensure that hirers, contractors and others who use the school premises conduct themselves and carry out their operations in such a manner that all statutory and advisory safety requirements are met at all times.

When the school premises or facilities are being used out of normal school hours for a school-sponsored activity then, for the purposes of this policy, the organiser of that activity, even if an employee, will be treated as a hirer and will comply with the requirements of this section.

When the premises are hired to persons outside the employ of the Trustee Body, it will be a condition for all hirers, contractors and others using the school premises or facilities that they are familiar with this policy, that they comply with all safety directives of the Trustee Body and that they will not without the prior consent of the Trustee Body:

- (a) introduce equipment for use on the school premises
- (b) alter fixed installations
- (c) remove fire and safety notices or equipment
- (d) take any action that may create hazards for persons using the premises or the staff or pupils of the school.

All contractors who work on the school premises are required to ensure safe working practices by their own employees under the provisions of the Health and Safety at work, etc. Act 1974 and must pay due regard to the safety of all persons using the premises in accordance with ss.3-4 of the Health and Safety at Work, etc. Act 1974.

In instances where the contractor creates hazardous conditions and refuses to eliminate them or to take action to make them safe the Headteacher will take such actions as are necessary to prevent persons in his or her care from risk of injury.

The Trustee Body draws the attention of all users of the school premises (including hirers and contractors) to s.8 of the Health and Safety at Work, etc. Act 1974, which states that no person shall intentionally or recklessly interfere with or misuse anything which is provided in the interests of health, safety or welfare in pursuance of any of the relevant statutory provisions.

## **STAFF CONSULTATIVE ARRANGEMENTS**

Under the Safety Representatives and Safety Committees regulations 1977, a recognised independent trade union has the right to appoint safety representatives. Recognised trade



unions will inform the Academy in writing when a health and safety representative has been appointed and where this is the case the academy will consult with that representative on health and safety matters.

Trade union health and safety representatives are entitled to raise any issues of health and safety as it affects employees.

## **CODES OF PRACTICE AND SAFETY RULES**

In consultation with the Trustee Body (where appropriate) and taking into account the requirements of this statement the Trustees will approve codes of practice for the observation of safety requirements in school.

From time to time the Department for Education (DFE), the Health and Safety Executive and other regulatory or advisory bodies will issue codes of practice on particular topics for the guidance of Headteacher Teachers and others who are in control of educational premises, who will normally incorporate such codes into their health and safety policy and procedures. If the Headteacher considers the inclusion of all or any such documents into this policy to be inappropriate, he or she will be required to demonstrate to the satisfaction of the Trustee Body that he or she has already introduced codes of practice and methods of working which achieve a similar or higher standard of health and safety.

## **RISK ASSESSMENTS**

The Headteacher will ensure that a risk assessment survey of the premises, methods of work and all school-sponsored activities is conducted annually (or more frequently, if necessary). This survey will identify all defects and deficiencies, together with the necessary remedial action or risk control measures. The results of all such surveys will be reported to the Trustee Body.

Risk assessments will be carried out by the Health and Safety Co-ordinator or another competent person appointed by the Headteacher. Initial assessments should be carried out by Head of Department and findings reported to the Co-ordinator who may then carry out a detailed assessment for a report to the Trustees. Risk assessments should be carried out as soon as is practically possible after a hazard has been identified and immediately if an accident or incident has occurred.

A risk assessment should be carried out by the most appropriate nominated person when any new practice, procedure or piece of equipment is brought into use and a safe system of work produced.

Where a risk assessment is required for a pupil who requires medical intervention this will be produced by a nominated person. Copies of the assessment will be shared with all staff and a copy attached to their electronic file on SIMS.

## **EMERGENCY PLANS**

The Headteacher will ensure that an emergency plan is prepared to cover all foreseeable major incidents which could put at risk the occupants or users of the school. This plan will indicate the actions to be taken in the event of a major incident so that everything possible is done to:

- (a) save life



- (b) prevent injury
- (c) minimise loss.

This sequence will determine the priorities of the emergency plan.

The plan will be agreed by the Trustee Body and be regularly rehearsed by staff and pupils. The result of all such rehearsals will form part of the regular risk assessment survey and the outcome will be reported to the Trustee Body.

The following policies are place:

- Emergency Evacuation
- Fire Risk Assessment
- First Aid
- Lock Down Procedures
- Snow Plan

## FIRST AID

The arrangements for first aid provision will be adequate to cope with all foreseeable major incidents.

The number of certificated first aiders is determined by law and is applicable to the number of employees. In our school setting all staff receive annual first aid training updates (asthma and anaphylaxis). We have 11 qualified first aiders on the school site.

Supplies of first aid material will be held at various locations throughout the school. These locations will be determined by the positioning of first aiders. These will held by the first aider. It is the responsibility of that person to check regularly and any deficiencies made good without delay.

Adequate and appropriate first aid provision will form part of the arrangements for all out-of-school activities.

A record will be made of each occasion any member of staff, pupil or other person receives first aid treatment either on the school premises or as part of a school-related activity.

Pupils with specific medical care plans are identified on SIMS. Their individual care plan is stored in the reception office. Each care plan is marked with the pupil's name and photograph. All medication and instructions for use is enclosed in each pack.

The following policies are in place:

- Supporting Pupils with Medical Needs

## SCHOOL TRIPS

All school trips are managed through the e-Visit Portal. This contains all the information that is required about the trip, including costings and risk assessments. Risk assessments must be completed for all trips and off-site activities. Trip applications cannot be authorised without the completion of this section. Risk assessments can be obtained from a venue provider but these must be read by the trip leader. It is strongly advised that all trip leaders carry out their own dynamic assessment upon arrival at a venue (i.e. fire exits, changes to



activity etc). For overnight trips or adventurous activities than additional risk assessments are required that have a higher authorisation level.

All trips through the portal are checked by the EVC at e-Visits. They will raise any queries with us that they spot.

## CLASSROOM HEALTH & SAFETY

We use the template provided by the HSE to support us with classroom health and safety checks [classroom-checklist \(1\).pdf](#) . In the first instance health and safety rests with the classroom practitioner. It is their responsibility to maintain a safe working environment for themselves and others. They should make sure floors are free from trip hazards (trailing wires), not bring equipment in from home that hasn't undergone appropriate safety checks and report any matters of concern without delay to the Business Manager and/or the Site Manager for appropriate action.

## MONITORING

Monitoring of the implementation of the Policy in general will be done by on an annual basis by the Trustee Body of reports received from the Headteacher and the Business Manager.

Monitoring of the Policy will be carried out continually by the Business Manager by means of:

- Accident reports and investigations
- Health and safety Hazard reports and investigations
- Annual Audit of Health and Safety in the School
- Identify and communicate the training needs of staff in Health and Safety
- Audits of Departmental Safety Policies.

## C.O.S.H.H.

A register shall be kept of all substances used in the school and shall be the responsibility of the Head of Department, technicians and caretaker (as appropriate). No substance shall be introduced until a full assessment is obtained.

Technicians and the Caretaker should receive adequate training to be familiar with the regulations and the associated duties.

## RESOURCES

The Health and Safety Co-ordinator will ensure that adequate documentation is available for reference on Health and Safety matters with copies of relevant regulations e.g. Reporting, Electricity, Contractors in School, C.O.S.H.H. and that relevant check lists of Health and Safety are available to Headteachers of Department.

Relevant new legislation will be communicated to all concerned at the earliest opportunity and guidance given to the implementation.

## TRAINING

When possible training should be given to all staff on Health and Safety matters and especially to all Headteachers of Departments. Emphasis should be on good Health and Safety practice and awareness of hazards.





The methods of reporting and recording should be clearly understood by all members of School staff who should be made familiar with the School Health and Safety Policy.

The training should ensure that a Department has and operates a Health and Safety Policy and is able to monitor the effectiveness and to carry out initial risk assessments.

Where specialist training and update of certificates are required these should be planned and submitted in the annual budget.

## **DEVELOPMENT**

The aim of the school is to ensure that all activities concerned with School operations have agreed policies, procedures and safe working practices that are documented. This is an ongoing process that has to be addressed by priority with the initial emphasis on the practical subjects, movement of pupils and equipment and general Health, Safety and Welfare of all those connected with the school.

## **CONTROLS IN PLACE**

### **Control of Visitors**

All visitors must report to the main reception identify themselves and complete the signing in procedures as directed.

All visitors will be issued a colour coded lanyard displaying 'Visitor'. This identifies that access is restricted under safeguarding. All visitors will need to be escorted around the site at all times by a member of staff.

Members of staff are actively encouraged to be proactive in challenging any person who enters the premises and is not displaying an official pass.

At the end of their visit the visitors host will return them to reception at which point the visitor will sign out, return their pass and leave the premises.

### **Control of Contractors**

All contractors must follow the signing in procedure and ask for the Business Manager in the first instance or the Site Manager in absence.

It is a requirement that all contractors visiting West Hill School, if in school whilst students are present; should have DBS clearance. Contractors must wear the correct colour ID badge whilst on site.

No work activity will start before confirmation of the work has been agreed by the school.

Any contractor work activity, other than survey and inspection; must have been approved before commencing any task. Such instances may also be subject to job specific Risk Assessment. Separate forms are provided where Hot Work is involved. No work activity beyond that which is described on the form shall be carried out.

Contractors are required to read the asbestos register, located in the Business Managers office before any works commence in areas known to contain asbestos.





In accordance with CITB Regulations 2015 all projects must have workers with the right knowledge and experience, provide appropriate supervision, instruction and information and have a written construction phase plan. Where projects involve more than one contractor a principal designer and contractor must be appointed and a health and safety file is required. If work is scheduled to last longer than 20 working days and have more than 30 workers working simultaneously at any point or exceeds 500 person days then the HSE must be notified.

## ASBESTOS CONTROL

There is a full asbestos register in the Business Manager's office. This file must never be removed from this location for any reason. This register details the locations of small amounts of asbestos remaining across the school site. These locations are clearly identified both in the register and at the locations. A visual inspection is undertaken at intervals across the year. Where any breach is expected the area will be safely isolated. The business manager and site manager will contact the following for further support: **Northern Insulation Contractors, Caroline House, High Street, Stalybridge PH: 0161 303 1899.** These are the registered asbestos removal and inspection company used by the school.

## LEAVING SITE DURING THE WORKING DAY

All pupils leaving the school site during the day must sign out at reception. A reason for leaving must be provided and evidence may be requested.

Staff leaving the premises during the day must inform their Line Managers and sign out in the reception office, indicating the time they left and re-entered the building.

## HEALTH & SAFETY TESTING

A range of required health and safety checks are arranged and delivered in accordance within the prescribed frequency requirements. Please refer to the appendix two at then of this policy.

## REPORTING

### Near Miss and Dangerous Occurrence

Any occurrence or event that may have resulted in loss or injury or caused damage to property must be reported to the Business Manager without delay.

### Accident Recording and Reporting

All accidents and incidents must be reported to Reception and the appropriate record completed.

## REVIEW

The Trustee Body will review this policy statement bi-annually and update, modify or amend it as it considers necessary to ensure the health, safety and welfare of staff and pupils.

## APPENDICES

- Appendix One: Organisation Chart for Health and Safety
- Appendix Two: Schedule of Maintenance Checks



## Appendix One: Organisation Chart for Health and Safety

Day To Day Responsibility	Headteacher
Designated Health and Safety Officer	Business Manager
General Site Management	Site Manager
Facilities	Facilities Manager
Lead on Pupil Medical Needs	Assistant Headteacher
Lead on Safeguarding	Deputy Headteacher

### QUALIFIED FIRST AIDERS

A PORTEOUS

ALUN WILLIAMS

PAUL EVANS

DANIELLE LARGEY

IAN BATTABEE

JIM DAVIES

JAMES ROTHWELL

MICK O'NEILL

DIANEE KENWORTHY

MIKE PARK

SAHIRA SYKES



## Appendix Two: Schedule of Maintenance Checks

DAILY CHECKS	CARRIED OUT BY
Intruder Alarm Operational	Site Manager / Facilities Manager
Fire Alarm Panel Clear	Site Manager / Facilities Manager
General Site in Order	Site Manager / Facilities Manager

WEEKLY CHECKS	CARRIED OUT BY
Water outlet Temperature Testing	Facilities Manager (Site Manager in absence)
Fire Alarm Testing	Facilities Manager (Site Manager in absence)

QUARTERLY CHECKS	COMPANY
Clean & Disinfect Shower Heads	Environmental Water Services Ltd

BI-ANNUAL CHECKS	COMPANY
Intruder Alarm	Chubb Fire & Security Ltd
Fire Alarm and Emergency Lighting	Tameside Fire Protection Ltd
Air Conditioning	Cool Air Ltd
TMV Servicing (Thermostatic Mixing Valve)	Environmental Water Services Ltd
Water Sampling	Environmental Water Services Ltd
Passenger Lift Service	Sheridan Lifts Ltd
Site Walk	Conducted by Business Manager and Site Manager



ANNUAL CHECKS	COMPANY
PAT Testing	NEAT Ltd
Boilers Servicing	The James Mercer Group Ltd
Gas Tightness Testing	The James Mercer Group Ltd
English & Humanities Heating Service	World Heat Cylinders Ltd
Roller Shutters Service	SRL Ltd
Fire Appliances	Firehawk Ltd
Mini Bus MOT & Services	Harrisons MOT Centre
Review of Asbestos Register	JPR Asbestos Ltd. Business Manager & Site Manager.

5 YEARLY	COMPANY
Fixed Wire Testing	Morgan Electrical Services Ltd (last tested July 2021)