

WOLSEY HOUSE PRIMARY SCHOOL

Physical Education Safety Policy

We recognise our responsibilities under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999 and we will take all reasonably practicable steps to provide and maintain safe and healthy working conditions, equipment and systems of work for all our pupils, school personnel and visitors to the school.

We believe that all children and school personnel are given the opportunity to work in a safe environment at all times. Therefore, we will take all reasonable steps to ensure the safety of the school premises and that all PE equipment conforms to British Standards Institute and European Community Standards.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

Aims

- To ensure all pupils access PE safely.
- To ensure that all safety procedures and risk assessments are in place and reviewed annually.
- To support teachers to deliver the PE curriculum safely.
- To ensure compliance with all relevant legislation connected to this policy.
- To work with other schools and the local authority to share good practice in order to improve this policy.

Procedure

Role of the Governing Body

The Governing Body has:

- appointed a member of staff to be responsible for Health and Safety and a member of staff for PE;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;

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- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- make effective use of relevant research and information to improve this policy;
- responsibility for ensuring policies are made available to parents;
- the responsibility of involving the School Council in:
 - determining this policy with the Governing Body;
 - discussing improvements to this policy during the school year;
 - organising surveys to gauge the thoughts of all pupils;
 - reviewing the effectiveness of this policy with the Governing Body
- nominated a link governor to:
 - visit the school regularly;
 - work closely with the Headteacher and the coordinator;
 - ensure this policy and other linked policies are up to date;
 - ensure that everyone connected with the school is aware of this policy;
 - attend training related to this policy;
 - report to the Governing Body every term;
 - annually report to the Governing Body on the success and development of this policy
 - responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Headteacher

The Headteacher will:

- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- work closely with the link governor and coordinator;
- provide leadership and vision in respect of equality;
- make effective use of relevant research and information to improve this policy;
- provide guidance, support and training to all staff;
- ensure school personnel and parents are aware of the health and safety procedures involving PE safety;
- ensure that all teachers undertake appropriate training;
- ensure that all risk assessments are in place;
- ensure that all safe systems are in place and regularly reviewed;
- ensure all equipment is regularly checked, maintained and repaired;
- ensure that all accidents are reported and investigated;
- ensure that emergency procedures are in place;
- ensure that first aid facilities are up to date;
- monitor the effectiveness of this policy by:
 - monitoring learning and teaching through observing lessons
 - monitoring planning and assessment
 - speaking with pupils, school personnel, parents and governors
 - annually report to the Governing Body on the success and development of this policy.

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Role of the Health and Safety and PE Coordinators

The coordinators will:

- lead the development of this policy throughout the school;
- work closely with the Headteacher and the nominated governor;
- provide guidance and support to all staff;
- provide training for all staff on induction;
- ensure that teachers undertake PE safety training;
- ensure that teachers undertake training in first aid;
- ensure that equipment and apparatus is checked, maintained and repaired;
- ensure that risk assessments, accident reporting and emergency procedures are in place;
- keep up to date with new developments and resources;
- review and monitor;
- annually report to the Governing Body on the success and development of this policy.

Role of Teachers

Teachers who teach PE will:

- safeguard the health and safety of pupils and will take reasonable care of themselves;
- comply with all the afore mentioned aspects of this policy;
- undertake training in PE safety and will be aware of the BAALPE publication “Safe Practice in Physical Education”;
- cooperate with all safety procedures;
- wear appropriate clothing;
- always check the condition of the floor area where any PE activity is taken;
- check all apparatus and equipment before use,
- report any faulty equipment;
- teach the children about the need for safety and for good behaviour;
- ensure that children are dressed appropriately;
- ensure that children remove all jewellery;
- ensure that long hair is tied back;
- ensure that pupils take appropriate precautions against the harmful rays of the sun;
- be aware of the ages, capabilities and aptitudes of the children;
- include differentiated activities in their planning;
- ensure that all pupils are aware of and understand instructions and rules;
- be aware of children’s medical conditions;
- adopt a position where they are able to view and effectively supervise children when working;
- supervise the children all the time;

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- report all accidents and injuries.

Role of Parents

Parents will.

Parents/carers will:

- be aware of and comply with this policy;
- be informed of the school policy on clothing, jewellery and PE safety procedures via the school handbook and school website;
- be encouraged to take an active role in the life of the school by attending:
 - parents and open evenings
 - parent-teacher consultations
 - class assemblies
 - school concerts
 - fundraising and social events
- be encouraged to work in school as volunteers;
- be encouraged to organise after school clubs or groups
- be asked to take part periodic surveys conducted by the school
- ensure regular and punctual attendance
- notify school on the first day of pupil absence
- have holidays in term time and authorised by school
- encourage effort and achievement
- encourage completion of homework and return it to school
- provide the right conditions for homework to take place
- hand in homework on time
- support the school Code of Conduct and guidance necessary to ensure smooth running of the school
- ensure correct school uniform is worn.

Role of Pupils

Pupils will:

- be aware of and comply with this policy;
- dress appropriately in recommended PE clothing as outlined in the School Prospectus/ Handbook;
- remove all jewellery, personal effects before taking part in PE;
- tie back long hair;
- take appropriate precautions against the harmful rays of the sun;
- be aware of and understand instructions and rules;
- inform school personnel of any medical conditions they may have;
- report all accidents and injuries.
- know how to check all apparatus and equipment before use,
- report any faulty equipment;
- understand the need for safety and for good behaviour;

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- participate fully in all lessons;
- participate in discussions concerning progress and attainment;
- treat others and equipment with respect;
- talk to others without shouting and will use language which is neither abusive nor offensive.

Training

All school personnel:

- have equal chances of training, career development and promotion
- receive training on induction which specifically covers:
 - All aspects of this policy
 - Health and Safety
 - Health and Safety - Responsibilities
 - Workplace Environment
 - Accidents and Emergencies
 - School Uniform
 - Equal opportunities
 - Inclusion
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications.

Equipment

All equipment will:

- be checked several times a year by a competent contractor employed by the school or by the Local Authority;
- checked before use;
- be stored when not in use.

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the School Handbook/Prospectus
- the school website
- the Staff Handbook
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- school events
- meetings with school personnel
- communications with home such as weekly newsletters and of end of half term newsletters

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- reports such annual report to parents and Headteacher reports to the Governing Body
- information displays in the main school entrance

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

Monitoring the Implementation and Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and the nominated governor.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Governing Body for further discussion and endorsement.

Linked Policies

Accidents and Emergencies
Dealing with Critical Incidents
Health and Safety
Health and Safety - Responsibilities
Medical and First Aid
Premises Manager
Reporting of Injuries, Diseases and Dangerous Occurrences
Risk Assessment
School Uniform
Workplace Environment

See Appendices Documents section on Policies for Schools Website

- Frequency of Policy Monitoring
- Monitoring Implementation and Policy Effectiveness Action Plan
- Initial Equality Impact Assessment
- Policy Evaluation
- Policy Approval Form

Headteacher:		Date:	
Chair of Governing Body:		Date:	

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Date	Review Date	Coordinator	Nominated Governor