

# CHRISTCHURCH RUDOLF STEINER SCHOOL BOARD OF TRUSTEES

Policy on: **HEALTH AND SAFETY POLICY**

NAG-5

## **The Rudolf Steiner School aims to:**

- Provide a safe and healthy physical and emotional environment for students, employees and visitors.
- Comply with all current legislation and Ministry of Education requirements, which ensure the health & safety of students, employees and visitors.

## **Guidelines**

The BOT Health and Safety Committee will work with the school management to ensure that:

- All members and nominated staff receive training in the requirements of the Health and Safety in Employment Act, 1993, amended 2002
- It will be familiar with the cultural values regarding the health and wellbeing of all ethnic groups represented in the school, with particular regard to the bi-cultural nature of New Zealand society.
- An effective guidance network is available to all personnel and students which operates through clearly established lines of responsibility.
- Where practicable a relationship with a doctor (with an understanding of the special character of our school) is established for ongoing consultation with the teachers concerning the general health and welfare of pupils
- A simple line of authority and consultative process, involving the medical profession is established for closing the school in the event of an epidemic amongst students or personnel.

## **In order to meet these requirements:**

### **The Board of Trustees develops and implements:**

- Procedures for reporting suspected child abuse & managing allegations
- Procedures for harassment (*sexual and other*)
- Procedures for smoke-free environment (policy)
- Civil Emergencies Procedures
- Employee welfare
- Health and safety in employment

### **The Principal and Staff (*Management*) develop and implement:**

- Behaviour Management Programme
- Computer Use & Internet safety procedure
- Accident notification (*students*), (*employees*)
- Administration of medication
- EOTC Education outside the classroom & risk Management procedures
- Evacuation procedures
- Contact with blood and other bodily fluid procedures
- Head lice procedure
- First aid
- Use of the Healing room
- Drugs & harmful substances
- Cleanliness & hygiene
- Environmental hazards
- Sun protection programme
- Encouraging safe practice & reducing hazards

### **The BOT in conjunction with the principal and staff (management) develop and implement:**

- Procedures for a smoke-free environment