

# Health, Safety And Well-Being Policy



St Mary's Primary School  
Dechomet

*October 2010*  
*Reviewed June 2015*

# **Health, Safety, Welfare and Well Being Policy**

## **Introduction**

The health, safety and welfare of all the people who work or learn at our school are of fundamental importance. We aim to provide a safe, secure and pleasant working environment for everyone. The Board of Governors along with the staff take responsibility for protecting the health and safety of all children and members of staff.

## **The School Curriculum**

We teach the children about health and safety in order to equip them with the skills, knowledge and understanding that will enable them to live positive, successful and healthy lives. Teachers take every opportunity to educate children in this regard as part of the normal school curriculum.

We teach children respect for their bodies, and how to look after themselves. These areas of learning are met in several curriculum areas including PDMU, Science, PE and Religious Education.

Health and safety issues also arise when we teach care for the environment and awareness of the dangers of litter.

Our school promotes the spiritual welfare and growth of the children through the RE curriculum, through special events, such as receiving the Sacraments and school plays.

Each class has the opportunity to discuss problems or issues of concern with their teacher. Teachers use circle time to help children discuss and overcome any fears and worries that they may have. These concerns are handled with sensitivity.

## **School Meals**

Our school provides the opportunity for children to have a meal at lunchtimes. Some pupils are in receipt of free school meals. We do all we can to ensure that the meals provided have a suitable nutritional value. We encourage children to take milk each school day.

If children choose to bring their own packed lunch, we provide them with a suitable place to eat it, and we supervise them during this time.

### **School Security**

While it is difficult to make the school site totally secure, we will do all we can to ensure that the school is a safe environment for all who work or learn here. We review security measures regularly, and draw upon the advice of experts (e.g. police officers, fire officers, surveyors and other consultants).

### **Safety of Children**

It is the responsibility of each teacher to ensure that all curriculum activities are safe. If a teacher has any concerns about pupil safety, they should bring them to the attention of the principal before that particular activity next takes place.

With the exceptions of visits to the local hall, chapel and local nature, history or art work we do not take any child off the school site without the prior permission of the parent.

### **Health, Safety and Welfare Policy**

If an accident does happen, and it results in an injury to a child, the teacher will do all he/she can to aid the child concerned. We keep a first aid box in the school staffroom and Mr Brian Doyle (Principal), Mrs Angela McKewn and Miss Shirley Cunningham (Classroom Assistants) hold first aid certificates.

We record in the school logbook all incidents involving injury. Should a child be quite seriously hurt, we contact the parents through the emergency telephone number that we keep on file and we inform SELB. We update these numbers annually, but it is essential that parents inform us when contact details change.

### **Fire and Other Emergency Procedures**

Procedures for fire and other emergency evacuation are displayed prominently in all rooms. Fire drills are held once each term. Arrangements are made to monitor the condition of all fire prevention equipment regularly. This includes the visual inspection of fire extinguishers, and the testing of the fire alarm system. The Fire Service comes to visit the Primary 5 class each year.

## **Educational Visits**

The school takes very seriously its responsibilities for ensuring the safety of children whilst on school trips.

## **Seat Belts**

We use coaches and mini-buses only when seat belts are provided. We instruct the children to use seat belts at all times when the bus is moving.

## **Medicines**

**Medicines should not normally be brought into school, but if necessary, the prescribed medicine (preferably only the daily dose) can be brought to the school office by a parent. It must be clearly labelled with the child's name. A note from the parent detailing the dosage and times when the medicine should be taken must be forwarded to the teacher on duty.**

**Please note that no member of staff is permitted to administer medication. Parents may if they so wish call to the school during the day to administer medication or alternatively, (provided a written note is received) children may administer their own medication under the supervision of a member of staff. All medication taken will be recorded.**

**The school cannot take responsibility for dealing with medicines which are dangerous and where timing is of vital importance. If a child has a serious condition requiring regular medication the pupil will have a medical support plan which clearly details medication required, dosage and storage. It is the sole responsibility of parents to ensure that medicines/pens have not expired!**

## **Internet Safety**

We regularly use the Internet in school. In order to minimise the risk of children coming across unsuitable material, we provide constant supervision, and we use only a filtered service, selected links, and child-friendly search engines. Parents are asked to sign authorisation for their child to use the Internet. Parents are asked to sign authorisation for their child's photographs to be published in newspapers and the school website.

## **The Health and Welfare of Staff**

The school takes very seriously the need to safeguard the health and welfare of all our staff. This includes their professional development. We also pay particular attention to the assessment and prevention of work-related stress, thus complying with health and safety law. If a

member of staff is experiencing stress at work, she should inform the principal without delay.

## **Healthy Eating Policy**

Date of Policy Implementation : January 2011 (Revised June 2015)

### **Rationale**

Good health is vital and healthy eating, being one of many contributors to this, can influence physical, mental and social well-being. At St Mary's Primary School Dechomet we take our healthy schools status very seriously and the staff is dedicated to helping each child understand the role of healthy eating in achieving good health.

### **Aims**

- To provide opportunities for each child to access knowledge, understanding and skills related to healthy eating so that they may make informed choices.
- To raise awareness of the concepts of 'healthy eating' and 'balanced diet' and their importance in maintaining good health.
- To develop a positive attitude towards their eating habits.
- To provide opportunities within school to pursue a healthy diet.
- To help the children understand that some foods should be eaten in moderation.
- To encourage fluid intake with an easily accessible water supply throughout the day.
- To have a pleasant and sociable dining experience which enhances the said development of children.

### **Curriculum Organisation and Delivery**

Pupils are given the opportunity to use all their senses as appropriate to explore different foods as part of topic work. Whenever possible children are encouraged to prepare and taste traditional foods from their own culture and other cultures for example through the celebration of different festivals.

Healthy eating is addressed through :

- Cross-curricular links with PDMU and World Around Us.
- Explanation and modelling by all school staff.
- Discussion between the teacher and pupils and between the pupils themselves.
- Healthy Eating Activities.

### **Break Time**

All children are encouraged to bring a healthy snack such as a piece of fruit, vegetables or healthy yoghurt to school for morning break. Other items such as sweets, crisps, biscuits etc are not allowed. Milk is also available at break time. Exceptions are made for those children with specific medical or dietary requirements.

### **Dinner Time**

Information and guidance is provided on healthy packed lunches in the form of healthy lunch box posters and leaflets. Any uneaten food is returned in the children's packed lunch boxes so the parents can be aware of what the child has eaten whilst at school. The children are encouraged not to have chocolate, cakes or biscuits in their lunch box.

### **Drinking Water**

All children are encouraged to bring a water bottle to school daily, these are stored in their classrooms and are easily accessible at all times. Fresh drinking water is available throughout the day via a filtered water fountain. Water is provided at dinner time for those children having school meals.

### **Celebrations**

On certain occasions children will have access to treats e.g. Halloween, Christmas, Sports Day.

### **Monitoring and Evaluation**

Monitoring of more general aspects of healthy eating that pervade school life such as healthy snack, drinking water, will be carried out informally through observation, discussion and consultation with staff - both teaching and non teaching.

## **External Links**

At St Mary's Primary School Dechomet, external agencies are used to promote healthy eating. For example, visits are made by dental nurses/dentists in order to teach children about healthy eating.

## **Provision of Physical Activity in School**

Physical activity in school is provided through the following :

1. School ethos
2. Physical Education lessons
3. Active lessons
4. Extra-curricular physical activity
5. Break and lunchtime activity

### **School Ethos**

Every pupil shall be physically educated - that is, shall develop the knowledge and skills necessary to perform a variety of physical activities, maintain physical fitness, regularly participate in physical activity and value and enjoy physical activity as an ongoing part of a healthy lifestyle. There is a sequential scheme of work of physical education that involves moderate to vigorous physical activity on a regular basis. P.E. is taught by well-prepared and well-supported staff. Every pupil in each year, shall participate in regular physical education for the entire school year.

### **Extra Curricular Physical Activity**

This school offers a physical activity programme that features a broad range of activities and meeting the following criteria :

- Students have a diverse choice of activities in which they can participate. Competitive, non-competitive, structured and un-structured.
- Every pupil has an opportunity to participate regardless of physical ability.

Extra Curricular Activities include : hurling, camogie, football coaching, cycling, swimming, outdoor pursuits and other relevant activities offered by outside agencies from time to time.

All activities shall be supervised by qualified staff, coaches or instructors who may or may not be qualified teachers. A member of staff from the school should be available nearby for the duration of activities.

### **Break and Lunch Time Activity**

Lunch and break times provide opportunities for physical activity. The school has a playground, playground markings, toys and equipment available for free play. Supervisors engage pupils in physical activity at lunchtime e.g. skipping, team games etc. Lunch and break periods are supervised at all times.

Lunch and break times shall complement, not substitute for, physical education classes.

Staff will make every effort not to deny a student's participation in break time or other physical activity as a form of discipline or punishment. There may be exceptional circumstances where this is not possible.

### **Staff Development**

Relevant and up-to-date INSET will be provided in response to school/staff needs and national initiatives.

### **Notes**

The principal implements the school's health, safety and well-being policy on a day-to-day basis and ensures that all staff are aware of the details of the policy as it applies to them. The principal also reports to governors on health and safety issues.

This policy was discussed and sanctioned at a Board of Governor Meeting held on 19/01/2011. Our new Parent Support Group also analysed content and indeed made suggestions which were further adopted by staff and by School Governors at a meeting held on 06/04/2011.

This policy was further sanctioned at BoG meeting held on 23<sup>rd</sup> June 2015