
Ratified by B.O.T. **Date: 18 August 2014** **Review Date: August 2017**

Signed Chairman:

POLICY TITLE: **Safe Practice**

POLICY NUMBER: **14** **NAG'S REF:** **5**

PURPOSE:

To provide a means of maintaining a safe school environment and protection for all pupils, staff and visitors while at the school

GUIDELINES / OBJECTIVES:

Hazardous Substances:

Hazardous Substances include swimming pool chemicals, cleaning agents, fertilisers, paints and fuels. All of these Substances are to be stored correctly in one of the following locked storage areas.

- Swimming Pool Chemicals Room - Chlorine
- Cynuric Acid
- Caretakers Room - Cleaning Agents
- Petrol / Methylated Spirits
- Gas Bottles
- Flammable paints
- Rodent poisons
- Fertilisers
- Weed Killer

-Hazardous substance storage areas are indicated by the international hazard symbol.

-Protective equipment must be used when handling any hazardous substances.

-Care must be taken to ensure incompatible substances are not mixed together. If there is any doubt seek assistance.

-The no-smoking policy must be strictly adhered to in and around storage areas.

Mechanical equipment:

-Mechanical equipment used within the school includes: lawn mowers, line trimmers, drills, saws and tools. All care must be taken in their storage and use to ensure the safety of both the operator and others around them.

-Ear protectors must be utilised when using lawn mowers, line trimmers and any other equipment emitting excessive noise. Safety glasses and goggles must be utilised when using the line trimmer and in any other situation where there may be a risk of eye damage.