



## Lead Governor – Health and Safety

**Agreed at the meeting of the FGB on:** 22<sup>nd</sup> September 2021

**Date of Next Review:** September 2022

**Name of Governor Leads:** Andrew Gardner

### Terms of Reference

**Plus any other activities as determined by the FGB.**

**D = Delegated to Lead Governor**

**R = Make Recommendations to Full Governing Board**

The Premises, Security and Health & Safety lead governor will undertake appropriate governor training in order to fully understand their role including, where possible and appropriate, joining relevant staff training to keep updated.	<b>D</b>
To assist the headteacher and discharge the responsibilities of the governing board on matters relating to the school premises and grounds, security and environment.	<b>D</b>
To ensure an annual inspection (annual audit) of the premises and grounds is carried out and reported; receive reports from staff and agree a statement of priorities for maintenance and improvement (with reference to the Asset Management Plan) for board approval.	<b>R</b>
To review the security requirements of the setting annually and make recommendations to the board in line with professional advice.	<b>R</b>
To monitor and evaluate safety outcomes (risk assessment reports/accident statistics/near misses.) Report any issues of concern to the board.	<b>D</b>
To monitor that Risk Assessments, including an annual fire risk assessment, are up to date with a clear line of responsibility for procedures and actions.	<b>D</b>
To ensure that there are agreed procedures for reporting any concerns (including an appropriate Whistleblowing Policy)	<b>D</b>
To ensure that all policies and procedures relating to health & safety, buildings and visits are reviewed and amended where appropriate.	<b>R</b>
To agree a lettings policy.	<b>D</b>
To agree, evaluate and review the schools Accessibility Plan	<b>D</b>
To recommend to the Governing Board reasonable adjustments to premises to improve disabled access.	<b>R</b>
To ensure that clear Health and Safety checks and Risk Assessment details are outlined and complied with prior to Educational trips and visits. To receive a report of any issues on Educational trips or visits and ensure staff review the Policies in accordance.	<b>D</b>
To consider the advice and recommendations and the model Health and Safety Policy supplied by the Local Authority and to agree and keep under review a Health and Safety Policy for the school	<b>D</b>
Review catering/school meals/ vending machines/ nutritional policy. Re-affirm food standards in line with statutory duties.	<b>D</b>
To liaise with the Finance LG and the SLT to review the School Emergency Management Plan / Business Continuity Plan and report to the board.	<b>D</b>
To scrutinise the Hydrotherapy Pool Protocol and its implantation.	<b>D</b>