



Art, D&T & Science Health and Safety Policy

St Botolph's Church of England Primary School

Approved by: Mrs D Wilson

Date 1st September 2025

Last reviewed on: 1st September 2025

Next review due by: 1st September 2028

"Teach children how they should live, and they will remember it all their life". Proverbs 22:6

Our vision is to nurture every person's unique God-given potential by teaching them how to live with respect, compassion, and integrity, so that the values they learn today will guide them for a lifetime.

Our children will strive to be the best they can be.

This policy outlines the guiding principles by which this school will implement safe practices in the teaching and learning of science, art and design technology.

Responsibility

The employer and its Governing Bodies, has ultimate responsibility to ensure the health and safety of employees, children and others using this organisation. This school will consider and act upon any guidance provided by the employer or CLEAPSS.

The task of overseeing health and safety for science has been delegated to the Headteacher. It is the responsibility of teaching and non-teaching staff and other adults to:

- Take reasonable care for their own health and safety and that of others who may be affected by their acts or omissions
- Remain familiar with this policy and related risk assessments
- Implement the provisions of this policy
- Cooperate with the employer and other colleagues in promoting health and safety

Advice

This school subscribes to CLEAPSS (www.cleapss.org.uk) which provides advice on health and safety for science, art and DT including model risk assessments, information sheets, a helpline service and advice in the event of an emergency.

Risk Assessment

The school has adopted 'model' or 'general' risk assessments published by CLEAPSS which each member of staff adapts to:

- local circumstances
- the activity
- resources
- the needs of individual pupils

When writing schemes of learning or lesson plans, staff will note down any relevant and important health & safety information and, if necessary, reference relevant CLEAPSS guidance.

If the proposed activities or equipment are not covered by a model risk assessment in relevant CLEAPSS guides, a Special Risk Assessment must be obtained by contacting CLEAPSS.

Supervision

This school's interpretation of group sizes and supervision for science activities are based on CLEAPSS advice as follows

Very close supervision <i>Needed when there are significant risks of accident and injury</i>	Two or three pupils to one adult
Close supervision <i>Needed when there are risks of accident and injury, but these are predictable and considered unlikely.</i>	Small group (up to 6) pupils to one adult
Moderate supervision <i>Needed when risks of accident and injury are well controlled and unlikely.</i>	10-15 pupils to one adult

CLEAPSS levels of supervision guidance is available on CLEAPSS primary website at www.cleapss.org.uk

Resources

The task of ensuring that purchased and donated equipment and materials are fit for purpose, safe to use, safely stored and appropriate for pupils to use lies with the Head teacher. However, all staff must be aware of their individual responsibility to ensure that this is the case every time a science, art and DT activity is carried out.

Where required, equipment checks and testing, e.g. PAT testing, will be carried out in accordance with the employer's policy and manufacturer recommendations. Disposal of resources and equipment will be carried out in accordance with the employer's policy and manufacturer

recommendations. For advice on safe use, storage and disposal of equipment and resources refer to CLEAPSS resources on the website www.cleapss.org.uk

Procedures

All staff are responsible for ensuring that the necessary procedures to safely carry out science, art and DT activities are implemented, including:

- Hygiene procedures such as washing hands or children not putting anything in or near their mouth during lessons
- Personal protection such as tying back hair, tucking in loose clothing, and removing jewellery
- Reducing workplace hazards such as having a clear work space for activities For further advice refer to CLEAPSS resources at www.cleapss.org.uk

Training

It is the responsibility of the Headteacher to ensure that essential training on health and safety in science is accessed and disseminated to other school members. Adults other than teachers supporting or leading science activities should be briefed by a teacher prior to carrying out any activity. It is the duty of the Headteacher to inform adults (teachers and nonteachers) that are new to supporting science at this school about this policy.

Monitoring

This policy is reviewed by the Headteacher and Science, Art and DT Lead who will inform staff of the outcome at the next staff meeting and highlight any changes to the policy. The Head Teacher will monitor that this policy is being implemented. Minutes will be kept of staff meetings at which health & safety matters are discussed.