

# Health and Safety Policy

**Sammy’s School of Dance**

**Updated: July 2021**

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| **This is the Statement of General Policy and Arrangements for:** | | | Sammy’s School of Dance | |
| **Responsibility of:** | | Miss S Pickard, Miss O Loader, Mrs N Gilmer, Mrs S Ellis, Miss M Forder | | |
| Statement of General Policy | Responsibility of | | | Action/Arrangements (What are you going to do?) |
| Prevent accidents from obstructions, lighting and floor space | All Teaching Staff | | | Make sure class space is clear from obstructions and spills before each session.  Check there is adequate lighting in the class space. |
| Provide Safe Dance Practice, including prevention of injury | All Teaching Staff | | | Teaching staff to check before each session if any students are carrying an injury.  Teaching staff to ensure classes are carried out in a safe manor. Use of Space, Correct clothing/shoes/hair tied back etc… |
| Provide a safe area for changing. | All Teaching Staff | | | Parents will sit in the school hub reception.  Toilets to be cleaned regularly. |
| Provide first aid and accident reports | Miss Samantha Pickard | | | Principal to carry an accident book  First Aid Box and Trained Staff available at all times  First Aid box situated at Oasis reception |
| Implement emergency procedures – evacuation in case of fire or other significant incident. | All Teaching Staff | | | Make sure all staff and students are aware of the Evacuation policy.  Testing of Fire Alarms Weekly and at the start of each half term. |
| Maintain safe and healthy working conditions. | All Teaching Staff | | | Toilets, Washing Facilities and Drinking Water provided. |

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| Signed: | S. Pickard | Date: | July 2021 |