



**RATCLIFFE
COLLEGE**

HEALTH & SAFETY POLICY



Our Mission Statement – the reason our College exists

“Learning & Growing in the Light of the Gospel”

With Christ at the centre of our learning, we:

- *Help young people to achieve their greatest potential*
- *Guide their intellectual growth, nurture their God-given talents, and inspire them to live in service to others*
- *Aim to develop honest, confident, responsible and compassionate members of society, based on the educational values of Blessed Antonio Rosmini*

Our Vision Statement – the long-term change resulting from our work

‘Encouraging Big Ideas’

Ratcliffe’s unique educational offering based on our College motto, “Legis Plenitudo Charitas”, Love is the fulfilment of the Law, provides a perfect context within which young people may acquire the emotional knowledge and interpersonal skills necessary to live happy and purposeful lives. The College’s inclusive Catholic ethos is complemented by the outstanding quality of our College community through which our Mission, “Learning and Growing in the Light of the Gospel”, serves to nurture resilience and develop maturity. Young people leave Ratcliffe with a strong sense of who they are and their purpose in the world, equipped socially, emotionally, morally and spiritually to go forth and make a difference to the communities in which they live and work.

Document Name: Ratcliffe College Health & Safety Policy			
Approval body: Board of Governors			
Approval date: 30 th May 2025			
Review date: 30 th May 2026			
Document author Health and Safety Manager			
Document owner Headmaster / Director of Finance and Operations			
Applicability			
Students -	✓	Staff -	✓
Governors -	✓	Other -	✓
<p>Summary The purpose of this document is to provide staff, students, and any others affected by the college activities with a clear and robust Health & Safety Policy which details key staff responsibilities and the arrangements for a strong college safety performance and compliance. It establishes the college's approach to health and safety matters, affirms the commitment to preventing harm, and helps to promote safe working practices. It also provides useful direction for managers and staff and serves to get everyone within the organisation working towards the same goal of a healthy and accident-free workplace.</p>			
DOCUMENT CONSULTATION & APPROVAL			
Consultation person / body		Date passed	
Health and Safety Committee			
F&GP Committee			
Approval body		Date approved	
F&GP Committee		June 2025	
IMPACT ASSESSMENT			
A significant negative impact has been identified in the following area and a full impact assessment / risk assessment is available.			
Equality & diversity		No	
GDPR		No	
Health & safety		Yes	
Safeguarding		No	
POLICY CHANGES			
Key updates Impact		Section reference	
Changes to section 2 and additional section 12 to the general policy statement.			
Review of roles section from governors to staff. List of policies and arrangements section.			
Addition of document reference page 3.			

HEALTH AND SAFETY POLICY

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2. Organisation
3. Roles:
 - Board of Governors
 - Headmaster
 - Estates Manager – Health and Safety Officer, Fire Officer
 - Health and Safety Committee
 - Deputy Heads & Bursar
 - Heads of Departments
 - Teaching Staff
 - Pastoral Staff
 - Support Staff

This policy is reviewed annually by the Governing body and was last reviewed on 30th May 2025:

Signed /date


09-06-25

(Chair of Governors)

Signed /date

(Governor responsible for Health & Safety)

Signed /date



(Headmaster)

Link to Other Policies: Safeguarding and Child Protection Policy



HEALTH AND SAFETY POLICY

1.01 GENERAL POLICY STATEMENT

1. This statement of general policy on Health and Safety for Ratcliffe College embodies the requirements under section 2 (3) of the Health and Safety at Work etc. Act 1974 ("The Act").
2. The Board of Governors recognises and accepts its responsibility as an employer to provide, as far as is reasonably practicable, a safe and healthy workplace for all its employees. Recognising that accidents, incidents and ill health are generally a failure of management control not necessarily the fault of the individual.
3. The Board of Governors will take all reasonable steps to prevent personal injury, health hazards and damage to property. It is also its policy to extend this protection to pupils, staff, members of the public and contractors.
4. The Board of Governors will take all reasonable steps to ensure compliance with all current and future legislation involving work at the College and pursue progressive improvements in health and safety performance. The planning and implementation of the Health and Safety policy will be carried out on behalf of the Board of Governors by managers and staff members as appropriate with the provision of adequate financial and physical resources. The Organisation and Arrangements for this are detailed in the Health and Safety Procedures and handbooks.
5. The Board of Governors recognises the need to consult members of staff and management on Health and Safety matters and the need to consult individuals before allocating specific Health and Safety functions. This will be achieved by discussion through appropriate bodies such as the Health & Safety Committee.
6. The Board of Governors recognises its responsibility under the Act and all other statutory provision and approved codes of practice to, as far as is reasonably practicable:
 - a. provide plant, equipment and systems of work which are safe and without risk to health,
 - b. make arrangements for the safe handling, storage and transportation of articles and substances,
 - c. maintain the premises in a condition that is safe and without risks to health and to maintain access to, and egress from, the premises.
 - d. provide and maintain a working environment that is safe and without risks to health including adequate welfare facilities for employees and pupils.

7. The Board of Governors acknowledges the need to provide adequate information, instruction and training for employees and pupils to perform their work safely and without risk to health.
8. The Board of Governors will take all reasonable steps to ensure that any necessary expert advice will be provided to assess the risks to health and safety and the precautions required to minimise/remove those risks and establish the importance of health and safety objectives in relation to other College objectives.
9. The Board of Governors will ensure that the requirements of all Welfare, Child Protection & Safeguarding legislation are complied with.
10. The Board of Governors requires the support of employees and pupils in achieving the objectives of the Health and Safety Policy and acknowledges the contribution that employees can make to policy implementation.
The employees have a duty under the Act to:
 - a. take reasonable care of his/her own health and safety and of other persons who may be affected by his/her acts or omissions at work,
 - b. report any hazardous situations and accidents,
 - c. observe safety rules and procedures,
 - d. use, with all reasonable care, any machinery, equipment, safety devices and personal protection equipment provided by the College and keep any such items in good repair and condition.
11. These requirements placed upon employees should also be instilled upon the pupils of the College.
12. The Board of Governors are committed to pursuing progressive improvement in health and safety performance, the provision of any necessary expert advice and provide adequate financial and physical resources.

Date: 9th June 2025

Signed: Chairman of the
Board of Governors:
Mrs Sam Spillane



Headmaster of
Ratcliffe College:
Mr J.P. Reddin

