



Making Skills Health and Safety Policy



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Date to be reviewed	16 th March 2027
Owner	Claire Kerr

Date	Amendments made	Updated by



Statement of Intent

Making Skills is committed to ensuring the health, safety and wellbeing of all pupils, staff, visitors and contractors. We recognise our duty to provide a safe and supportive environment that reflects the complex needs and behaviours of learners accessing alternative provision.

We will take all reasonably practicable steps to prevent accidents, injury and ill health, and to promote positive physical and mental wellbeing. Health and safety is the responsibility of everyone within Making Skills.

Legal Framework

This policy is informed by relevant legislation and statutory guidance including the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999, Keeping Children Safe in Education, the Equality Act 2010 and the Ofsted Education Inspection Framework.

Scope

This policy applies to all staff, pupils, volunteers, visitors, contractors and to all on-site and off-site activities delivered by Making Skills.

Roles and Responsibilities

The Proprietor has overall responsibility for ensuring effective health and safety arrangements at Making Skills.

The Head of Provision and Designated Safeguarding Lead (DSL), Claire Kerr, has day-to-day responsibility for health and safety, safeguarding, risk management and ensuring staff are appropriately trained and supported.

All staff are responsible for taking reasonable care of their own health and safety and that of others, following procedures and reporting concerns.

Pupils are expected to follow safety instructions and report concerns to a trusted adult.

Risk Assessment



Making Skills maintains written risk assessments for the premises, learning activities, individual pupils, behaviour, off-site provision and lone working. Risk assessments are reviewed regularly and whenever circumstances change.

Behaviour, De-escalation and Physical Intervention

Making Skills uses trauma-informed and relational approaches to support behaviour. De-escalation strategies are prioritised. Physical intervention is used only as a last resort, must be lawful, proportionate and is always recorded and reviewed.

Premises and Environment

The provision ensures safe access and egress, secure storage of equipment and substances, and regular checks of safety equipment. Any hazards or defects must be reported immediately.

Fire Safety and Emergency Procedures

Fire risk assessments are in place. Fire drills are carried out regularly and evacuation and lockdown procedures consider individual pupil needs.

First Aid and Medical Needs

Adequate first aid provision is available at all times. Individual healthcare plans are followed and medication is stored and administered safely by authorised staff.

Safeguarding and Health & Safety

Health and safety at Making Skills is closely linked to safeguarding. All staff must follow safeguarding procedures and report concerns immediately to the DSL, Claire Kerr.

Off-Site Activities and Vocational Learning

All off-site activities and vocational placements are risk assessed and appropriately supervised.

Accident and Incident Reporting

All accidents, incidents and near misses are reported, recorded and reviewed to reduce future risk.



Training and Induction

All staff receive health and safety induction and ongoing training appropriate to their role.

Monitoring and Review

This policy is reviewed annually or following incidents, changes in legislation or inspection feedback.