



GOVERNORS BAY SCHOOL – Board of Trustees

Health & Safety Procedures

Governors Bay School provides a safe, physical and emotional environment for students, employees, parents and visitors through complying with any legislation currently in force or that may be developed to ensure the safety of students, employees, parents and visitors.

In order to meet these requirements:

The Board of Trustees develop and implements:

- Procedures for abuse
- Procedures for harassment (*sexual and other*)
- Procedures for smoke-free environment
- Civil Defence Programme

The Principal and Staff (*Management*) develop and implement:

- Search and seizure
- Training procedures
- Internet safety procedure
- Accident notification (*students*), (*employees*)
- Administration of medication
- EOTC Education outside the classroom Risk Management procedures (*see Student Achievement*)
- Behaviour Management Programme
- Evacuation procedures (*see General Procedures*)
- Contact with blood and other bodily fluid procedures (*see General Procedures*)
- Headlice procedure (*see General Procedures*)
- Playground supervision (*see General Procedures*)
- Dealing with sick or injured children (*see General Procedures*)
- Procedure for harmful substances

The BOT in conjunction with the principal and staff (management) develop and implement:

- Sun protection programme
- School Bus Transport safety
- Truancy procedure
- Privacy procedure
- Non-custodial parents procedures
- Visitor procedures
- Hazard identification procedure (*see General School procedures*)
- Blood/Body Fluids

Through the development of these Health and Safety procedures and practice, Governors Bay School ensures a safe, physical and emotional environment for students, staff and visitors.

REVIEW STATUS:

<i>Signed (BOT Chairperson)</i>	<i>DATE</i>	<i>REASON</i>	<i>REVIEW DATE</i>
	____ / ____ / ____	BOT REVIEW	April 2010
		NEXT REVIEW	April 2013