

Health and Safety Policy

Date: January 2023

Review Date: January 2024

Health and Safety Policy



This policy includes our Statement of Intent, our organisational structure of responsibilities and the methods by which we will achieve a safe working environment for staff, pupils, visitors and other users of our site.

Publication Date: March 2016

Author: Health, Safety & Wellbeing Team, Insurance and Risk Team

This is the Health and Safety Policy of:
Grace Owen Nursery School
Address 1-7 The Pavement Park Hill Sheffield S2 5QD

Policy Statement

The Headteacher, Governors and staff at this nursery school are committed to providing high standards of health and safety for all users of the nursery school.

Our vision statement

We strive to be a happy, inclusive and exciting haven at the heart of our diverse community, where everyone has the opportunity to be known, valued and accepted. We actively encourage a growing sense of self, independence, curiosity and friendships as children are fully immersed and challenged in their learning every day. We cherish partnerships with families, our community and a wide range of learning partners. We seek to develop our knowledge and evolve our practice continually in order to provide a broad, balanced and irresistible curriculum which we continue to be passionate about and proud of in an ever-changing world.

Our aims are to:

- maintain a secure and caring environment where every child is kept safe and feels safe
- provide a nurturing and inclusive environment where every child feels valued
- provide a creative and challenging curriculum to help every child reach their full potential
- provide quality teaching to create effective learners with the skills, inspiration and desire to succeed
- build positive partnerships with parents, governors, local schools and the wider community to give children every opportunity to learn
- work to enable a smooth transition between nursery and primary schools/settings for children and their families
- strive for the best possible standards of achievement

These educational and social priorities can only be fully realised within a physical environment that is both a safe and healthy place to work. This in turn can only be brought about by the dedicated co-operation of all within the nursery school. Health and safety at this nursery school is an area where Governors, the Headteacher, staff, safety representatives and parents share common objectives. It is vital that we all understand each other's duties, functions and responsibilities as well as our own because it is only by the co-operation and teamwork of everyone involved that health and safety objectives in the nursery school can be achieved.

This safety policy will be regularly reviewed and updated

Date started May 2016	Update yearly
Date for Review January 202	3

Responsibilities

1 Overall responsibility for the management of health and safety in the school is that of

Nancy Farrow (Headteacher)
Nicky Goodwin (Health and Safety Governor)

2 Responsibility for the following areas is that of

Area of Work: Premises Management

Name Nancy Farrow(Headteacher)

Area of Work: Visitors/Students/Volunteers/Parents and Carers

Name Nancy Farrow(Headteacher)

Area of Work: Educational Visits

Name Nancy Farrow(Headteacher)

Area of Work: Safeguarding

Name DSD Nancy Farrow(Headteacher)/Suzanne Howarth pending (Assistant Head) DSL Leonie Matthews (Lead Educator with responsibility for Safeguarding)

Area of Work: Over 3s

Name Suzanne Howarth (Assistant Head) / Alice Guy (Class Teacher)

Area of Work: Transition Room

Name Nancy Farrow (Headteacher) Ester Peris Garcia (Lead Early Years Educator)

Area of Work: Under 3

Name Nancy Farrow (Headteacher) Leonie Matthews (Lead Educator)

General Responsibilities

The Governors will:

- Ensure that adequate funding is provided from the nursery school budget to enable the school to be organised and run in a safe and healthy manner.
- Deal with any health and safety problems brought to them by the Headteacher, staff or parents, through their termly meetings or any emergency meetings, which may be called due to unforeseen circumstances.
- Ensure that the Council and CYPF Health and Safety Policy is brought to the attention of all staff and implemented in the nursery school.
- Help prepare, implement and monitor a "site-specific" health and safety policy
- Confirm compliance with Statutory and Local Authority policies and procedures and monitor health and safety management within the nursery school

- Ensure that appropriate risk assessments have been carried out
- Ensure that all members of staff receive appropriate training.
- Ensure that the Headteacher has an appropriate workload in support of a reasonable work/life balance
- Ensure adequate consultation takes place to allow everyone to contribute to safe working.
 This will be done in the following ways:
 - Ensuring that governors are involved in the review and development of policies relating to health and safety
 - Involving governors in risk assessment as appropriate to their roles and responsibilities
 - Raising issues relating to health and safety at governing body meetings and at other meetings as on a regular basis

The Headteacher will:

- Take overall responsibility for day to day management of health and safety issues
- Ensure that health and safety is incorporated into the planning and organisation of all nursery school functions.
- Ensure that suitable and sufficient assessments of hazards and risks to staff members, pupils and other visitors and users of the school are carried out. Further, to act upon those assessments in order to reduce risk.
- Attend health and safety training courses as appropriate.
- Ensure the provision of adequate training, communication, instruction and supervision for all members of staff (including supply staff and volunteers).
- Provide necessary information to staff members and their representatives on health and safety matters.
- Ensure that staff members who are delegated to carry out particular tasks are competent and fully aware of their responsibilities.
- Ensure staff have an appropriate workload in support of a reasonable work/life balance.
- Investigate any accidents or near misses and bring these, along with any other health and safety problems, to the attention of staff and the governors.
- Ensure adequate consultation and communication takes place to allow everyone to contribute to safe working. This will be done in the following way:
 - Ensuring that staff are involved in the review and development of policies relating to health and safety
 - Involving staff in risk assessment as appropriate to their roles and responsibilities
 - Raising issues relating to health and safety at staff meetings and at other meetings as on a regular basis

All Staff Members will:

- Ensure that they are fully aware of their roles and responsibilities, co-operate with the nursery school's policies and procedures and follow any guidance, policies and procedures issued by the CYPF.
- Ensure that safe working practices are adopted at all times and comply with the findings/other outcomes of risk assessments, whether in the nursery school, on nursery school business or on educational visits.
- Attend health and safety training courses as appropriate.
- Undertake relevant risk assessments and share findings and preventative measures with all appropriate stakeholders.
- Bring to the attention of the Headteacher information about accidents, near misses, dangerous equipment or situations which may occur whilst in the nursery school or on educational visits.
- Report to the Headteacher any problems that they feel that they cannot deal with themselves.
- Take responsibility to do what they can to take care of themselves, their colleagues, pupils
 and visitors. In particular employees should co-operate with the health and safety policy of
 their employer.

School Health and Safety Representative

The Governing Body and Headteacher recognise the role of Health and Safety Representatives. Health and Safety Representatives will be allowed appropriate paid time off to enable them to fulfil their duties.

We communicate and consult with safety representatives on a regular basis about health and safety matters and offer facilities to enable them to investigate workplace accidents, employee complaints and to carry out periodic health and safety inspections.

Name	Trade Union
Nancy Farrow	National Association of Head Teachers

General Arrangements to Keep People Safe

1 Risk Assessment

Risk Assessments are a legal requirement mainly under the **Management of Health and Safety** at **Work Regulations 1999**, although most health and safety legislation requires a risk assessment approach.

All of our Risk Assessments are recorded. We usually use the CYPF Generic Risk Assessment booklets as a starting point but, where there are no generic assessments we carry out our own assessments using the blank assessment form which can be found in the Health Safety and Risk area of Schoolpoint. Risks are assessed periodically (usually on an annual basis), following an accident, on the introduction of any new process/equipment and also any change in circumstances.

We share the findings of our risk assessments with all members of staff

Risk assessments are usually kept:

Document	Location
Fire Risk Assessment	School Office
Generic Premises Risk Assessment	School Office
Foundation Stage Risk Assessment	School Office
Educational Visits Risk Assessments	School Office
Hazardous Substances Risk Assessments	School Office
Task / activity based Risk Assessments	School Office/Rooms

Shown below are the name(s) of the staff assisting with the assessment process as well as details on when they will be carried out and our updating systems.

The following people assist with the assessment process for their individual area of work:

Name	Area of responsibility
Nancy Farrow	Generic risk assessments, oversight of all risk assessments
Nicky Goodwin	Governing Body H & S representative: generic risk
-	assessments, oversight of all risk assessments
Sheena Dinning/Nancy Farrow	Buildings and premises including Fire Risks
Nancy Farrow	Educational visits
Nancy Farrow/Suzanne Howarth	FS
Nancy Farrow/Individual staff	Task/activity based Assessments

NB It is the Headteachers responsibility to ensure that risk assessments are carried out. However the Headteacher may delegate the function or request the assistance of competent staff in carrying out a risk assessment.

2 Fire

An outbreak of fire in a school can be extremely serious. The **Regulatory Reform (Fire Safety) Order 2005** makes it a legal requirement for each building to have an up to date fire risk assessment. Our Fire Risk assessment identifies all sources of heat with the potential to cause fire e.g. gas heaters, cookers etc. and it also consider the storage of combustible materials.

When our school requires painting, only paints providing a flame retardant surface will be used in high risk areas (assembly halls, means of escape, staircases, areas where there is an added fire risk etc).

Ongoing monitoring is carried out to ensure that combustible materials (liquids, solids or gases) do not come into contact with sources of heat.

Internal fire doors are kept closed to stop fire spreading. Hydraulic door closers are checked regularly and maintained as necessary to ensure correct operation (damage to these closers is very common in schools).

All documentation relating to fire safety is kept:

Document	Location
Fire Risk Assessment (including Arson	School Office
Assessment)	
Fire Precautions Log Book	School Office
Fire Safety Training Records	School Office

The following people have a role to play in ensuring fire safety issues are adequately dealt with

Name	Responsible for:
Nancy Farrow	Named Responsible Person
Nancy Farrow	Ensuring there is a current fire risk assessment in place and a process for reviewing / updating on a regular basis
Nancy Farrow	Inducting new members of staff and supply / agency staff, contractors etc
Nancy Farrow	Making sure that staff receive regular refresher training
Nancy Farrow	Making sure relevant information is shared with other users of the premises such as lettings, breakfast and after school clubs etc
Nancy Farrow	Ensuring regular fire drills are carried out and recorded
Nancy Farrow plus care takers	Keeping the Fire Precautions Log Book up to date

3 Permission to Work

The CYPF Permission to Work process is in place at this school for all work that is intrusive to the fabric of the building. The following people have responsibilities:

Name	Responsible for:
Nancy Farrow	Ensuring that the CYPF Assets Team is informed at the
Mandy Bradford (in consultation with	planning stage of any work that is intrusive to the fabric
the HT)	of the building
Nancy Farrow	Inducting new members of staff in the process
Mandy Bradford (in consultation with	
the HT)	
Nancy Farrow	Ensuring that all non-intrusive work is risk assessed
Nancy Farrow	Keeping an up to date log of all non intrusive work

The following people have attended training in the permission to work scheme:

Name	Date of Training:
Nancy Farrow	2017 /2022

4 Asbestos

Asbestos is a naturally occurring mineral that has been used for many years in the construction of buildings and in many products. It was used mainly because of its fire proofing and insulation qualities.

We have got an Asbestos Management survey on site and this has been shared with all members of staff. Staff are aware that as long as the asbestos is in good condition and is not disturbed or damaged there is no risk to individuals. However, if it becomes damaged or disturbed, it can become a danger to health as asbestos fibres can become released into the atmosphere and therefore people can inhale the fibres.

The school is asbestos free

All documentation relating to asbestos is kept:

Document	Location
Asbestos Register	School Office
Asbestos management survey and risk	School Office
assessment	
Asbestos survey review documentation	School Office

NB. The location of the register is important, as it must be readily available to all who need to consult and sign it.

Name	Responsible for:
Nancy Farrow	Overall responsibility as Named Duty Holder
Nancy Farrow/Mandy Bradford	Bringing the asbestos register to the attention of anyone
Asbestos free building when updated	likely to disturb asbestos fibres in the course of daily
2015	routines or proposing to plan or carry out work. e.g. other
	school / site staff, surveyors, contractors, computer
	technicians, visitors, helpers etc
Nancy Farrow/Mandy Bradford	Advising the Assets team at the concept stage of work
	via the Permission to Work scheme
Nancy Farrow/Mandy Bradford	Making sure more detailed surveys (covering the full
	scope of works) are in place for invasive work e.g.
	wiring, refurbishment, plumbing, demolition etc
Nancy Farrow to liaise with LA	Regularly reviewing the condition of asbestos material
	and recording the findings
Nancy farrow to liaise with LA	Regularly reviewing asbestos risk assessments and
	recording findings
Nancy Farrow to liaise with LA	Making sure that floor plan changes are recorded and
	updated

The following people have attended Asbestos training:

Name	Date of Training:
Nancy Farrow	2017/ 2022

5 <u>Legionella Risk Management</u>

Legionnaires' disease is a type of pneumonia. It is an uncommon, but serious disease.

People can catch Legionnaires disease by inhaling small droplets of water suspended in the air which contain the Legionella bacterium.

Legionnaires' disease does not spread from person to person.

We have had a full Legionella audit of the school which has been shared with all members of staff. Key members of staff have a role to play in ensuring that the findings of the audit are actioned and making sure that regular monitoring is carried out on site

Document	Location
----------	----------

Legionella Survey	School Office
Legionella Log Book	School Office

The following people have a role to play in ensuring the procedure in place for managing Legionella issues:

Name	Responsible for:
Nancy Farrow	Overall responsibility as Named Duty Holder
Sheena Dinning	Ensuring that the recommendations of the Legionella
	risk assessment are carried out
Sheena Dinning	Ensuring that the Legionella risk assessment is reviewed
	on a regular basis
Sheena Dinning and caretakers	Ensuring that all activities identified in the maintenance
	programme are carried out and recorded
Nancy Farrow and caretakers	Keeping the Log Book up to date

The following people have attended Legionella training

Name	Date of Training:
Nancy Farrow	2017/ 2022

6 Accidents

Even in a safety conscious school, accidents may still occur. This is how we deal with them.

All accidents involving staff, pupils or visitors will be recorded and investigated, as appropriate, to find out what happened and how any similar incident can be avoided. Copies of accident report forms are sent to the CYPF Health and Safety Advisers.

Document	Location
Accident Report Forms	School Office
RIDDOR report forms	Office/ Web-based

Name	Responsible for:
Member of staff dealing with accident	Recording all accidents to staff / pupils
Nancy Farrow	Ensuring that accidents are investigated and that major accidents, which are reportable to the Health and Safety Executive (under the RIDDOR regulations), are reported to the incident call centre (0845 300 9923) and also to the CYPF Health and Safety Team
Nancy Farrow	Ensuring risk assessments are reviewed in light of lessons learned
Nancy Farrow	Periodically reviewing accident reports to identify trends
Nancy Farrow/ Nicky Goodwin	Reporting serious incidents / accidents to Governors

7 First Aid

This school will follow the statutory requirement for first aid equipment and provide suitably trained first aid staff. Where there are young children on site i.e. Nursery's / Breakfast and after school clubs, key members of staff hold an additional paediatric first aid certificate. NB There is sufficient paediatric first aiders to ensure cover on all off site activities involving young children.

The following people hold a relevant first aid qualification.

Name	Date of Qualification	Level of qualification i.e. full/ emergency / paediatric
Nancy Farrow	02.09.2022	QA Level 3 Paediatric First Aid
Suzanne Howarth	02.09.2022	QA Level 3 Paediatric First Aid
Inez Robinson	02.09.2022	QA Level 3 Paediatric First Aid
Mandy Bradford	02.09.2022	QA Level 3 Paediatric First Aid
Adriane Gray	02.09.2022	QA Level 3 Paediatric First Aid
Alice Guy	02.09.2022	QA Level 3 Paediatric First Aid
Michelle Stroud	02.09.2022	QA Level 3 Paediatric First Aid
Rebecca Jubb Crèche	02.09.2022	QA Level 3 Paediatric First Aid
Stacey Harford	02.09.2022	QA Level 3 Paediatric First Aid
Ruksana Mahmood	02.09.2022	QA Level 3 Paediatric First Aid
Kelly Smith	02.09.2022	QA Level 3 Paediatric First Aid
Suzanne Flinders	02.09.2022	QA Level 3 Paediatric First Aid
Jayne Forster	02.09.2022	QA Level 3 Paediatric First Aid
Leonie Matthews	02.09.2022	QA Level 3 Paediatric First Aid
Ester Peris Garcia	02.09.2022	QA Level 3 Paediatric First Aid
Isabella Whilte	02.09.2022	QA Level 3 Paediatric First Aid
Carly Forster	02.09.2022	QA Level 3 Paediatric First Aid
Marie Pinchemain	02.09.2022	QA Level 3 Paediatric First Aid
Heather Morton	02.09.2022	QA Level 3 Paediatric First Aid
Amy White	02.09.2022	QA Level 3 Paediatric First Aid
Gemma Clarke	02.09.2022	QA Level 3 Paediatric First Aid
Abigail Hardy	02.09.2022	QA Level 3 Paediatric First Aid

Name	Responsible for:
Nancy Farrow	Ensuring that a risk assessment is in place to determine
	the appropriate level of first aid cover throughout the
	whole of the school day (including off site activities)
Mandy Bradford	Keeping records of First Aid Qualifications and ensuring
	these are re validated
Lead Early Educators/ Lead Educator	Ensuring First Aid boxes are checked and restocked on
	a regular basis

8 **Electricity**

Electricity has the potential to cause serious harm, or even death and is treated as a priority with regard to maintenance and repair. The **Electricity at Work Regulations 1989** requires that all electrical systems and appliances are periodically inspected and maintained.

The visual checking, maintenance and repair of portable and transportable electrical equipment is the responsibility of the school.

Fixed installations i.e. sockets, light fittings and general wiring throughout the school will be tested at least every five years by a competent electrician. (This is carried out automatically for those that subscribe to the **Premises Package**).

Document	Location
Inventory of Portable appliances	School Office
PAT testing Certificate	School Office
Fixed installation test certificate	School Office

The following people have responsibilities for:

Name	Responsible for:
Nancy Farrow/Suzanne Howarth/	Visually checking portable electrical appliances
Leonie Matthews	
Lead Early Educators	
Part of premises package	Arranging the testing of portable appliances
Part of premises package	Ensuring the five yearly checks are carried out on the
	fixed installation
Mandy Bradford	Arranging repairs / remedial work
Nancy farrow	Showing key members of staff how to isolate the
	electrical supply in an emergency situation

9 Gas N/A

Under the **Gas (Installation and Use) Regulations 1994**, there is a requirement for all gas appliances (central heating boilers, gas water heaters etc) to be checked, serviced and maintained by a competent (Gas Safe) contractor on an annual basis.

Document	Location
NA-No gas services	NA-No gas services Kitchen = Taylor Shaw check this

The following people have responsibilities for:

Name	Responsible for:
	Arranging the testing and maintenance of gas
	appliances
	Arranging repairs / remedial work
	Ensuring any work to gas appliances is carried out by a
	competent contractor (Gas safe)
	Showing key members of staff how to isolate the gas
	supply when it is not in use or in an emergency situation

10 Substances

The **Control of Substances Hazardous to Health Regulations** require an assessment to be made of the work processes that involve the use of substances that are hazardous to health.

At our school we ensure that all substances that fall within the COSHH regulations are kept to a minimum and are stored safely and securely out of reach of children. Hazard data sheets are available for all substances and a documented risk assessment is available for all work processes

Document	Location
Hazardous substances inventory i.e.	COSHH items inventory – Cleaners' Cupboard
cleaning/janitorial substances, science	Nursery School Office
chemicals, glues and paints for art etc	
Hazard Data Sheets	Cleaners Cupboard Nursery School Office
Documented risk assessments	Nursery School Office

The following people have responsibilities for:

Name	Responsible for:
Sheena Dinning	Keeping the inventory up to date
Sheena Dinning	Ensuring hazard data sheets are available
Nancy Farrow	Making sure that risk assessments are documented
Nancy Farrow	Making sure Personal Protective Equipment (where
	necessary) is provided and worn
Sheena Dinning	Training staff in the safe use and handling of substances
Sheena Dinning	Disposing of surplus substances safely

The Headteacher is the authorised person to approve purchase of hazardous substances.

11 Educational Visits and Off-site Activities

The school complies with Local Authority guidance on educational visits. Plans for all off site visits are reported to the Governors on a regular basis. Specific approval is given by Governors for all residential visits and visits abroad. We currently use the EVOLVE on line approval system.

We have a named Educational Visits co-ordinator who has received the appropriate Local Authority training and is responsible for:

- ~ Supporting the Headteacher when approving educational visits
- ~ Assessing the competency of leaders and other adults on the visit
- Ensuring that all members of staff receive induction training in the schools process for educational visits
- Helping and supporting members of staff with the planning of educational visits including help with risk assessments

Document	Location
Educational Visits Documentation	Nursery School Office
Educational Visits Generic Risk	Nursery School Office
Assessments	

Name	Responsible for:
Nancy Farrow	Educational Visits Co-ordinator
Nancy Farrow	Reporting Educational Visits to Governors
Nancy Farrow	Ensuring staff receive induction training in educational
	visits
Nancy Farrow	Ensuring post visit evaluation is completed

The following people have attended EVC training and also EVOLVE training: N/A

Name	Date / Type of Training:
Nancy Farrow	

12 Medical Needs

There is no legal obligation requiring school staff to administer medication. However, this school recognises that children with medical needs have the same right of admission to a school setting as other children.

There is a clearly documented policy in place in school for dealing with medication and medical needs of children and this has been communicated to all staff. Some members of staff have received specific training to enable them to administer medication.

Document	Location
Medicines Policy	Nursery School Office
Pupils individual care plans	Nursery School Office/Rooms
Consent Forms	Rooms in Medicines folder

The following people can administer medicines and have received relevant training

Name	Date of Training	Type of training i.e. use of epi-pen
All staff (see first aid	2022	Adrenalin pens
training list)		
Suzi Flinders/Gemma	2022	Monitoring levels/Insulin for named child
Clarke		-
Leonie Matthews/Stacey	2022/23	Tracheotomy training for named child
Harford /Ester Peris Garcia/		
Heather Morton		

13 <u>Curriculum Safety</u>

All teachers are aware of and familiar with the need to carry out risk assessment in their own area of work. They must ensure that they are aware of the risks which might arise from the tools, equipment, materials and processes that they plan for children to use. All guidance material from CLEAPSS (Consortium of Local Education Authorities for the Provision of Science Services), DATA (Design and Technology Association) and AfPE (Association for Physical Education – formerly BAALPE) will be available for staff.

The Governors and Headteacher have responsibility for making sure that staff are competent and attend training as appropriate

Document	Location
CLEAPSS	N/A
AfPE	N/A
DATA	N/A

Name	Responsible for:
Nancy Farrow	Ensuring risk assessments are in place for all tasks / activities

The following people have attended training: N/A

Name	Date of Training	Type of training i.e. Woodworking machines; Radiation Protection Supervisor, Trampoline Coaching etc

14 Work Experience N/A

The Schools Work Experience Co-ordinators will ensure that there is clear communication and coordination between placement providers, students and parents. All work experience placements will be vetted by a competent person and the co-ordinator will ensure that specific risk assessments have been carried out. They will also carry out on-site monitoring of placements

Document	Location
Safety on Work Experience	Office
Risk Assessments	Office

The following people have responsibilities for:

Name	Responsible for:
Nancy Farrow	Work Experience Co-Ordinator
Nancy Farrow/Mandy Bradford	Ensuring work experience placements have been vetted
Nancy Farrow	Making sure risk assessments are available and have
	been shared with students / parents
Nancy Farrow	Carrying out monitoring visits during work experience
	placements

15 Staff Wellbeing and Stress

The health and wellbeing of all members of our staff is considered as part of the schools risk assessment process. All members of staff have the opportunity to contribute to the schools stress risk assessment. This is reviewed periodically and the findings shared with staff.

Document	Location
Stress Risk Assessment	School Office
Information relating to Employee	School Office
Assistance Programme	

16 Monitor and Review

Measuring health and safety performance is important as we need to know how effectively we are controlling risk in our school. The arrangements that have been put into place will be monitored and reviewed on a regular basis to ensure that they remain effective. Monitoring will include checking that where responsibilities are delegated that individuals clearly understand their roles and responsibilities. Management information (which includes both active and reactive data) will also be considered to improve performance.

Children, Young People and Families

Useful Contacts

The Health, Safety and Wellbeing Consultants are based at:
Moorfoot Building
Level 8
East Wing, Zone 3
Sheffield
S1 4PL

Contact details: 0114 2734082 or healthandsafety@sheffield.gov.uk

Health & Safety Team

Gary Lund - Service Manager, Health, Safety & Wellbeing Telephone: 0114 2734082 healthandsafety@sheffield.gov.uk

Claire Hallam (Senior Health Safety & Wellbeing Consultant)
Deborah David (Senior Health Safety & Wellbeing Consultant)
Sarah Green (Senior Health, Safety & Wellbeing Consultant)
Shamshad Hussain (Health, Safety & Wellbeing Consultant)
Mark Baker (Health, Safety & Wellbeing Consultant)
Dave Holden (Health, Safety & Wellbeing Consultant)
Kevan Hensby (Health, Safety & Wellbeing Consultant)
Oliver Snowden (Graduate Trainee, Health, Safety & Wellbeing Consultant)
Insurance & Risk – 0114 2053915 risk@sheffield.gov.uk

Name	Position	Telephone Number
Martin Veale	Premises Safety Adviser	0114 2052747
martin.veale@sheffield.gov.uk		

Useful Websites

Schoolpoint Technology Forge www.hse.gov.uk