

Stratford Primary School

500 Health & Safety Policy and Procedure Framework (NAG 5)

The Stratford Primary School Board of Trustees is also required to:

- a. Provide a safe physical and emotional environment for students;
- b. Promote healthy food and nutrition for all students; and
- c. Comply in full with any legislation currently in force or that may be developed to ensure the safety of students and employees.

Policies: 500 Health & Safety (NAG 5)

1. Policy Framework	Next Review
500 Health and Safety Policy	Term 1, 2023
500 Child Safety Policy	Term 2, 2023
500 Digital Citizenship Policy (Operational Policy)	Term 3, 2024
500 Anti Bullying Policy	Term 3, 2022
2. HSWA Implementation (Reviews can occur at anytime)	
HSWA Hazards	Last Update
a. HSWA Risk Management	Term 2, 2021
b. HSWA Assessing Risks	Term 1, 2021
c. HSWA Hazard Register	Term 1, 2022
d. HSWA Asbestos Management Plan	Term 2, 2021
Hazard Management	Last Update
e. HSWA - Notifiable Events	Term 2, 2021
f. HSWA - Child Safety Checks	Term 1, 2021
g. HSWA - EOTC	Under Review
h. HSWA - Reporting of Suspected or Actual Child Abuse and Neglect.	Term 1, 2022
i. HSWA - Lost Child	Term 3, 2021
j. HSWA - Access to Buildings	Term 3, 2021
k. HSWA - Ladders, step ladders, and means of access	Term 3, 2021

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1. HSWA - Safety guidelines for chainsaw use	Term 3, 2021
J. HSWA - Covid 19 Provisions	Ongoing in 2022
Other HSWA - Duty/Behaviour Management	See the PB4L Teacher Handbook
Other HSWA - Staff Induction	See the Personnel Procedures
HSWA Procedures	Last Update
501 - Reporting and Recording Accidents	Term 3, 2021
502 - Accident Form	Term 3, 2021
503 - Injury Investigation Form	Term 3, 2021
504 - Traumatic Incidents	Term 2, 2021
505 - Student Illness/Head Injuries/Injury	Term 2, 2021
506 - Visitors Must Sign In	Term 3, 2021
507 - Pandemic Preparedness	See Alert Level Protocols/Traffic Light
508 - Internet Safety	Term 2, 2021
509 - Sun Smart	Term , 2020
510 - Administering Medication	Term 3, 2021
511 - Head Lice	Term 1, 2022
512 - Infectious Diseases	Term 3, 2021
513 - Physical Restraint of Students	Term 2, 2021
514 - Surrender & Retention of Student Property	Term 2, 2021
515 -Food Act Guidelines (a); Food Safety Guidelines (b)	Term 3, 2021
516 - Animals in School	Term 3, 2021
517 - Immunisation	Term 1, 2022
518 - Recycling and Waste Management	Currently being created
519 - Inclusive Education	Term 1, 2022
520 - Parents as Volunteers	Term 1, 2022
521 - Separated Parents, Day to Day Care, & Guardianship	Term 1, 2022
522 -	
Other: Student Discipline	See the PB4L Teacher Handbook
Other: Corporal Punishment	There is no corporal punishment at SPS.

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3. HSWA Emergency Management	Last Update
i. Emergency Management Plan	Term 1, 2022
ii. SPS Evacuation Plan	Term 1, 2022
iii. Lockdown	Term 1, 2022
Supporting Procedures: School Evacuation Map, Class Evacuation Form, Leadership Evacuation Form, Lockdown Register	
Holmes Fire Report	
First Aid Staff Register	
4. HSWA Measurement & Monitoring	Last Update
Health and Safety Committee Minutes	Monthly - See Health and Safety Folder