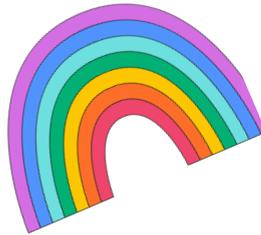
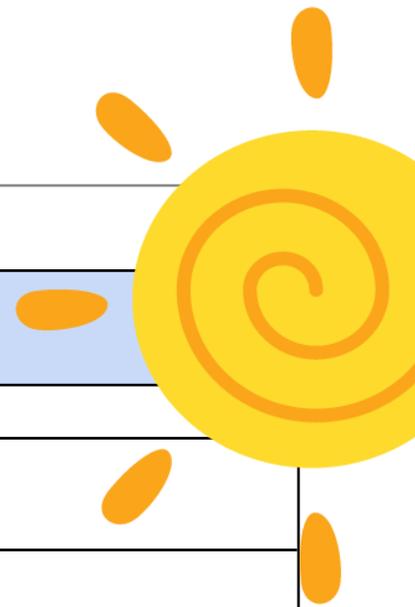


A free downloadable health and safety checklist for schools



The Autumn term.

Health and safety for schools Section 1				
External areas and playground equipment.				
		Yes	No	Comments
1.1	Is playground equipment well-maintained and free from excessive wear and tear?	<input type="checkbox"/>	<input type="checkbox"/>	
1.2	Are the most commonly used play equipment pieces being used for design purposes?	<input type="checkbox"/>	<input type="checkbox"/>	
1.3	Are the children given enough equipment to play with during playtime and lunchtimes? (Are dangerous alternatives chosen due to boredom?)	<input type="checkbox"/>	<input type="checkbox"/>	
1.4	Are playground first aid incidents recorded and analysed effectively?	<input type="checkbox"/>	<input type="checkbox"/>	
1.5	Do you know which external area has the highest injury rate and the risk management processes taken to reduce hazards?	<input type="checkbox"/>	<input type="checkbox"/>	
1.6	Are all surrounding trees and branches secure and safe?	<input type="checkbox"/>	<input type="checkbox"/>	
1.7	Are all sections of the perimeter fence safe?	<input type="checkbox"/>	<input type="checkbox"/>	
1.8	Are there measures in place to keep pedestrians away from moving or parked cars in the car park?	<input type="checkbox"/>	<input type="checkbox"/>	



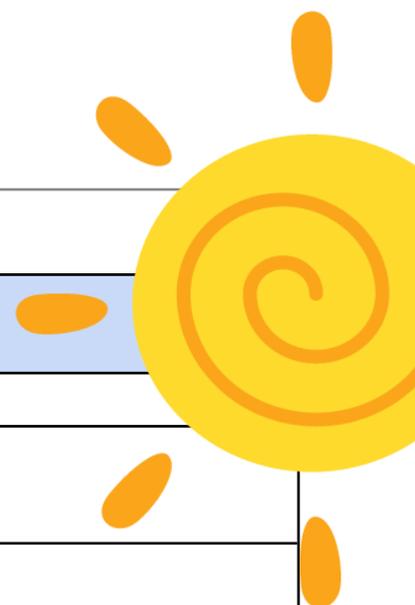
Health and safety for schools Section 2				
Emergency procedures.				
		Yes	No	Comments
2.1	Are all escape routes clearly marked and kept clear?	<input type="checkbox"/>	<input type="checkbox"/>	
2.2	Are all emergency procedures in line with the latest government guidance? (Especially for infectious diseases like Covid).	<input type="checkbox"/>	<input type="checkbox"/>	
2.3	Are all staff aware of myths and misconceptions about managing infectious diseases effectively?	<input type="checkbox"/>	<input type="checkbox"/>	
2.4	Are playground first aid incidents recorded and analysed effectively?	<input type="checkbox"/>	<input type="checkbox"/>	
2.5	Are fire drills held termly and their effectiveness monitored?	<input type="checkbox"/>	<input type="checkbox"/>	
2.6	Are fire extinguishers regularly serviced?	<input type="checkbox"/>	<input type="checkbox"/>	
2.7	Can the fire alarm be heard from all classrooms and building areas clearly?	<input type="checkbox"/>	<input type="checkbox"/>	
2.8	Does the school have a lockdown procedure?	<input type="checkbox"/>	<input type="checkbox"/>	
2.9	Are staff and pupils aware of the lockdown procedure, if you have one?	<input type="checkbox"/>	<input type="checkbox"/>	
2.10	Are regular staff meeting updates organised for emergency procedures?	<input type="checkbox"/>	<input type="checkbox"/>	
2.11	Are staff and pupils aware of the lockdown procedure, if you have one?	<input type="checkbox"/>	<input type="checkbox"/>	
2.12	Are regular staff meeting updates organised for emergency procedures?	<input type="checkbox"/>	<input type="checkbox"/>	



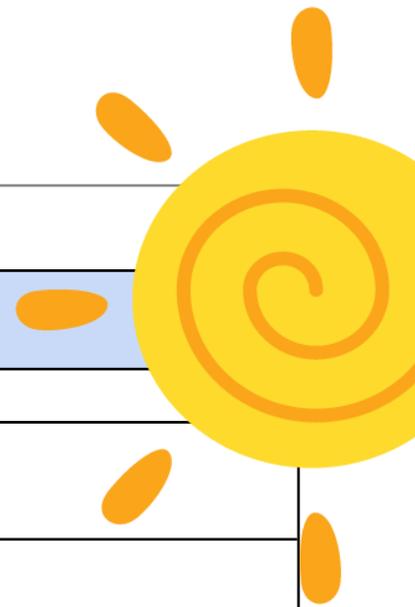
2.13	Is there a safeguarding contact list in case one of the designated safeguarding leads is unavailable?	<input type="checkbox"/>	<input type="checkbox"/>	
------	---	--------------------------	--------------------------	--

Health and safety for schools Section 3

Buildings.				
		Yes	No	Comments
3.1	Is the equipment in specialist rooms well-maintained and serviced regularly?	<input type="checkbox"/>	<input type="checkbox"/>	
3.2	Are facilities around the school accessible for people with disabilities?	<input type="checkbox"/>	<input type="checkbox"/>	
3.3	Are security systems effective?	<input type="checkbox"/>	<input type="checkbox"/>	
3.4	Is portable equipment regularly checked across the school?	<input type="checkbox"/>	<input type="checkbox"/>	
3.5	Is a termly site walk with the site manager undertaken?	<input type="checkbox"/>	<input type="checkbox"/>	
3.6	Is external and internal lighting suitable?	<input type="checkbox"/>	<input type="checkbox"/>	
3.7	Are all plugs, sockets and electrical appliances in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	
3.8	Is the school visitor sign-in and sign-out system robust?	<input type="checkbox"/>	<input type="checkbox"/>	



Health and safety for schools Section 4				
First aid provision.				
		Yes	No	Comments
4.1	Are all first aid incidents recorded effectively?	<input type="checkbox"/>	<input type="checkbox"/>	
4.2	Are the names of first aiders displayed clearly?	<input type="checkbox"/>	<input type="checkbox"/>	
4.3	Are medication expiry dates known for all medications? (Like inhalers, AAI pens etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
4.4	Can the number of incidents be analysed across your school or MAT to spot trends.	<input type="checkbox"/>	<input type="checkbox"/>	
4.5	Is all medication administered recorded in the same way and trackable?	<input type="checkbox"/>	<input type="checkbox"/>	
4.6	Does your school have an accident investigation process for serious incidents?	<input type="checkbox"/>	<input type="checkbox"/>	
4.7	Are first aid kits stocked in line with DfE first aid requirements?	<input type="checkbox"/>	<input type="checkbox"/>	



Health and safety for schools Section 5				
Welfare.				
		Yes	No	Comments
5.1	Are the toilet facilities accessible and suitable?	<input type="checkbox"/>	<input type="checkbox"/>	
5.2	Are the function and hygiene of the water fountains regularly monitored?	<input type="checkbox"/>	<input type="checkbox"/>	
5.3	Does each classroom and office working space have suitable ventilation and heat during colder months?	<input type="checkbox"/>	<input type="checkbox"/>	
5.4	Do school staff have adequate equipment to prevent injury? (Desks at appropriate heights and comfortable working chairs etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
5.5	Do visitors have access to toilet and washing facilities?	<input type="checkbox"/>	<input type="checkbox"/>	

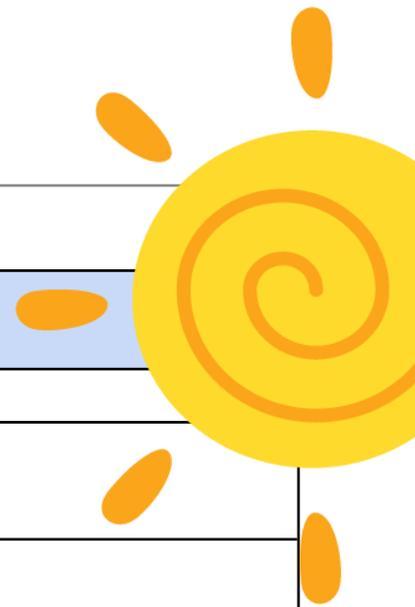
Health and safety for schools Section 5				
Welfare.				
		Yes	No	Comments
5.1	Are the toilet facilities accessible and suitable?	<input type="checkbox"/>	<input type="checkbox"/>	
5.2	Are the function and hygiene of the water fountains regularly monitored?	<input type="checkbox"/>	<input type="checkbox"/>	
5.3	Does each classroom and office working space have suitable ventilation and heat during colder months?	<input type="checkbox"/>	<input type="checkbox"/>	
5.4	Do school staff have adequate equipment to prevent injury? (Desks at appropriate heights and comfortable working chairs etc.)	<input type="checkbox"/>	<input type="checkbox"/>	



5.5	Do visitors have access to toilet and washing facilities?	<input type="checkbox"/>	<input type="checkbox"/>
-----	---	--------------------------	--------------------------

Health and safety for schools Section 6
Working at height.

		Yes	No	Comments
6.1	Do staff receive working at height health and safety training included in their staff induction?	<input type="checkbox"/>	<input type="checkbox"/>	
6.2	Are the shelves and stock cupboard storage heights monitored?	<input type="checkbox"/>	<input type="checkbox"/>	
6.3	Are any near-miss injuries or incidents relating to working at height recorded effectively?	<input type="checkbox"/>	<input type="checkbox"/>	
6.4	Are correct health and safety practices promoted when staff create display boards above head height?	<input type="checkbox"/>	<input type="checkbox"/>	
6.5	Do all staff have access to well-maintained kick stools?	<input type="checkbox"/>	<input type="checkbox"/>	



Health and safety for schools Section 6				
Working at height.				
		Yes	No	Comments
7.1	Is there a record of all health and safety training for staff?	<input type="checkbox"/>	<input type="checkbox"/>	
7.2	Are staff first aid qualification certificates monitored for expiry dates?	<input type="checkbox"/>	<input type="checkbox"/>	
7.3	Are staff regularly reminded of emergency situation procedures?	<input type="checkbox"/>	<input type="checkbox"/>	
7.4	Are correct health and safety practices promoted when staff create display boards above head height?	<input type="checkbox"/>	<input type="checkbox"/>	
7.5	Are areas of weakness across your school for health and safety training highlighted? (For example, all of your trained first aiders may be in key stage 1).	<input type="checkbox"/>	<input type="checkbox"/>	
7.6	Are the ECT mentor's processes for sharing important health and safety documents and policies monitored?	<input type="checkbox"/>	<input type="checkbox"/>	
7.7	Are ECTs regularly checked in with to assess their confidence level of managing emergency situations linking to health and safety?	<input type="checkbox"/>	<input type="checkbox"/>	

Contact one of the Medical Tracker team to learn about all of the features accessible through Medical Tracker for your school, nursery or Multi Academy Trust.