



مدرسة جيمس ميلينيوم الخاصة
GEMS Millennium School
Sharjah

HEALTH AND SAFETY POLICY

Reviewed By: Senior Leadership Team

April 2022

REVIEWED IN: March 2022

Philosophy of Health & Safety

At GEMS Millennium School, establishing effective health and safety management processes help create healthy and safe working and learning environment for staff, students and all stakeholders. The HSE policy is central to an understanding that health and safety must feature prominently in all aspects of the operation of the school in order to ensure compliance with the health and safety legislations laid down by the School Support Centre (GEMS Education) and the local governing body.

Rationale

GEMS Millennium School acknowledges and accepts that the health, safety and welfare of all students, staff, parents and service providers as being of paramount importance. In order to deliver best in class health and safety standards within the school, the organization has developed a robust and compliant health and safety management system.

The health and safety policy will be communicated to all the employees and will be available for any other relevant stakeholders. The health and safety policy define the school's commitment to achieving health and safety excellence at all levels.

Scope

The scope of the policy covers all employees, students, parents and service providers.

Policy objectives

- To ensure the school's commitment to health and safety.
- To ensure, so far as reasonably practicable, the health, safety and welfare of all employees, students, parents, contractors and persons visiting our premises.
- To reduce the total number of accidents and ensure the prevention of injury and ill health to all employees, students, parents, contractors and persons visiting our premises.
- To protect the school from any potential legal claims.
- Ensure compliance with both local laws and relevant legislation and industry best practice.

To implement the objectives the school management will:

- Establish a robust health and safety management culture that is prominent throughout the school community.
- Ensure the school's commitment to health and safety is driven by top level management.
- Empower employees by providing suitable information, instruction and training to allow them to perform their roles safely.
- Ensure that the health and safety management system is continually improved.
- Ensure that health and safety performance is continually monitored and improved upon.
- Implement and maintain a procedure for on-going hazard identification, risk assessment and the determination of necessary hierarchal controls.
- Communicate and consult with employees on health and safety matters.
- Ensure that measurable health & safety related KPI's are established and continuously monitored.

Roles and Responsibilities

The Principal has a specific responsibility to ensure:

- the implementation of the health and safety policy in the school.
- suitable emergency exercises are carried out at regular intervals and to ensure the frequency of the exercises is in line with GEMS emergency procedures and local legislation.

The Manager of School Operations (MSO) has a responsibility to ensure:

- the health, safety and fire inspections are conducted at regular intervals
- issues identified during health & safety inspections are actioned in a timely manner.
- the on-going maintenance and monitoring of fire and life safety systems is carried out within the school is in line with GEMS procedures
- all employees have the responsibility to protect their own health, safety and wellbeing and that of those who may be affected by their acts or omissions.
- specific responsibilities are defined within the health and safety responsibilities section of the health and safety manual.

References

Adapted from GEMS Health and Safety Policy

GEMS Education Health and Safety Management System, version 1.0

GEMS Education Crisis Management Policy BS ISO 45001:2018

OSHAD SF Management System Version 3.1

Next Review Date: March 2023