

The LC Academy Health and Safety Policy

Introduction

LC Academy is committed to providing a safe and healthy environment for all students, staff, and visitors. This policy outlines our approach to health and safety, ensuring compliance with local laws and best practices while promoting a culture of safety within our theatre school.

Purpose

The purpose of this Health and Safety Policy is to:

Protect the health and safety of students, staff, and visitors.

Prevent accidents and incidents through proactive measures.

Provide guidance for emergency procedures.

Promote awareness and responsibility for health and safety among all members of the academy.

Scope

This policy applies to all students, staff, volunteers, and visitors at LC Academy, covering all activities and events hosted by the academy.

Responsibilities

Management Responsibilities

Ensure compliance with local health and safety regulations.

Conduct regular risk assessments to identify and mitigate hazards.

Provide necessary training and resources to staff and students.

Establish and maintain emergency procedures.

Review and update the health and safety policy regularly.

Staff Responsibilities

Promote a culture of health and safety within the academy.

Report any health and safety concerns or incidents to management.

Participate in training and drills as required.

Ensure that students are aware of safety procedures and practices.

Student Responsibilities

Follow all health and safety guidelines provided by staff.

Report any unsafe conditions or incidents to staff immediately.

Participate in health and safety training and drills.

Take personal responsibility for their own safety and that of others.

Health and Safety Measures

Risk Assessments

Conduct regular risk assessments for all activities, including classes, performances, and events.

Identify potential hazards and implement control measures to minimise risks.

Training

Provide health and safety training for all staff, focusing on emergency procedures, first aid, and safe practices in the theatre environment.

Offer age-appropriate health and safety education for students, emphasising personal safety and awareness.

Emergency Procedures

Establish clear emergency procedures for fire, evacuation, medical emergencies, and incidents.

Conduct regular drills to ensure that all students and staff are familiar with emergency protocols.

Maintain first aid kits and ensure that trained first aid personnel are available on-site.

Safe Environment

Ensure that all facilities, including classrooms, rehearsal spaces, and performance areas, are well-maintained and free from hazards.

Provide adequate supervision during all activities, particularly for younger students.

Incident Reporting

Establish a clear procedure for reporting accidents, incidents, and near misses.

Investigate all reported incidents to identify causes and implement corrective actions.

Maintain records of incidents to monitor trends and improve safety measures.

Communication

Regularly communicate health and safety information to all stakeholders through newsletters, meetings, and training sessions.

Encourage feedback from students, staff, and parents regarding health and safety concerns.

Review of Policy

This Health and Safety Policy will be reviewed annually and updated as necessary to reflect changes in legislation, best practices, or the operational needs of LC Academy.

Conclusion

LC Academy is committed to fostering a safe and healthy environment for all. By adhering to this policy, we aim to ensure the well-being of our students and staff, allowing everyone to thrive in a secure and supportive educational setting.

Approved by: Bradley Clapson - Company Director

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