



Coleridge School Governing Body

Environment, Health & Safety Committee

Terms of Reference September 2016

Kath (Chair), Paula Kitt, Leon, Lorraine, Maud, Paul Baker, Cathy Ching, Ben

The objective of the Environment, Health & Safety Committee is to provide guidance for the Governing Body and support the School Management Team in promoting a safe, secure, stimulating, healthy and sustainable school for the benefit of pupils, their families and the wider community.

The Committee will ensure that if and when significant large-scale action is required it is included in the School's Development Plan.

The Committee will seek to make continual progress by;

1. Considering relevant legislation, consultations and guidance from the LA and other bodies.
2. Reviewing and updating policies where necessary
3. Monitoring and evaluating progress through half termly meetings, reports from the School Management Team and twice-termly site inspections.

Quorum: 3 members.

The Committee will meet a minimum of 4 times a year.

The specific areas and policies to be developed, monitored and reviewed are:

Accessibility Plan

Asbestos management

Asset Management Plan

Communication with staff and the reporting of accidents/incidents

Critical Incident Policy

Fire Safety

Health & Safety Policy

Legionella management

Risk Assessment Procedures

Road Safety

Security

School Trips

Site security

The School Travel Plan

Developing and maintaining the school buildings, including Shirley Boffey House.

The efficient use of space in the school.

Developing the surrounding grounds and playspaces to make best use of them.

Sustainability - Reducing energy and water use, as well as waste and pollution