

**CHRIST CHURCH CE (VC) PRIMARY SCHOOL
POLICY NUMBER: A1 HEALTH AND SAFETY POLICY
APPENDIX D: CONTRACTORS ON SITE**

Procedures for contractors on site

- The Head Teacher must ensure that hirers and contractors working on the school premises carry out their operations in a manner that is compliant with the school's health and safety guidelines/policy and local authority guidance and regulations regarding School Managed Projects.
- Areas of work, timing and safety arrangements are to be agreed with the Head Teacher and Operations Manager.
- All contractors who work on the school site are required to ensure safe working practices by their own employees under H&S Act 1974.
- All contractors will need to work in an area separated from pupils. Where it is necessary to work amongst children on a regular basis or where relationships with pupils is possible then each contractor must have a clearance under the Disclosure & Barring Scheme before work commences.
- One off contractors e.g. collection of sanitary bins, will need to be escorted around the school or supervised by a member of staff.

Additional documents:

- **APP D1 - School Managed Projects:** Form CC01: Selection of Safe Contractors Checklist and Questionnaire (September 2015) (*re works of less than 30 days or less than 500 person days*)
- **APP D2 - School Managed Building Projects** – Guidance Notes
- **APP D3 - School Managed Projects** – Detailed Notification
- **APP D4– School Managed Projects** – Initial Notification Form

Updated on:	
Renewal date:	