

**CHRIST CHURCH CE (VC) PRIMARY SCHOOL
POLICY NUMBER: A1 HEALTH AND SAFETY POLICY
APPENDIX Q: SLIPS, TRIPS AND FALLS**

Procedure for Slips, Trips and Falls

- When cleaning floors which result in the floor becoming wet then a ‘Beware slippery surface sign’ must be used.
- Spillages must be cleared away immediately by a member of staff.
- Children will support the sweeping of the floor after they have eaten their lunch by cleaning away their crumbs using a dust pan and brush.
- Packages should be distributed rather than collect in the reception area. Any packages that are not collected will be deposited in the Finance Office.
- Public areas should be kept free of packages likely to constitute a trip hazard.
- Classrooms should be set out to avoid trip hazards.
- Classroom organisation must allow room for the movement between furniture. Equipment must be stored tidily and safely.
- Fire exits should be kept clear at all times.
- Heavy items should not be stored above shoulder height.
- Pupils should only move equipment that is suitable for them to move, after instruction and under supervision.

Updated on:	02/10/15
Renewal date:	02/10/16