Safety Statement – Scoil Fhursa

There are thirteen teachers in the school. One Principal, four Special Education Teachers, one of whom is shared. We have 6 full-time and part-time Assistants and one Secretary in the school. The school employs one cleaner.

BORD BAINISTÍOCHTA.	**2023 – 2027**
Cathaoirleach:	Seán Ó Neachtain
Ionadaí an deoise:	An t-Athair Richard O Dwyer
Tuismitheoirí:	Ciara Uí Mhainnín Conor Griffin
Oidí:	Mairéad Nic Dhonnchadha Éibhlín Ní Chualáin
Pobal:	Debbie Seoighe Seosamh Ó Tumáin

The Board of Management of Scoil Fhursa brings to the attention all their employees the following arrangements for safeguarding the safety, health and welfare of those employed and working in the school.

Implementing the policy requires the cooperation of all employees. An account will be kept of any accidents and ill health to ensure that we can implement safety measures and minimise accidents and ill health.

The Board of Management of Scoil Fhursa, Nile Lodge, Galway wishes to ensure that as far as is reasonably practical:

- That the design, layout and maintenance of all areas in the school will be safe and free from health hazards.
- There shall be safe access to and from places of work.
- Plant and Machinery may be operated safely in so far as possible.
- Work systems shall be planned, organised, performed and maintained so as to be safe and without risk to health.
- Staff shall be instructed and supervised in so far as is reasonably possible so as to ensure the health and safety at work of its employees.

- That protective clothing (gloves) will be available when necessary to ensure the health and safety of employees.
- Plans for emergencies shall be complied with and revised as necessary.
- Employees shall be consulted on matters of health and safety.

The Board of Management of Scoil Fhursa undertakes to ensure that the provisions of the Safety, Health and Welfare at Work Act 2005 are adhered to:

Duties of Employees

It is the duty of every employee while at work:

(a) To take reasonable care for his/her own safety, health and welfare, and that of any person who may be affected by his/her acts or omissions while at work.

(b) To co-operate with his/her employer and any other person to such extent as will enable his/her employer or other person to comply with any of the relevant statutory provisions.

(c) Make proper use of any tools, materials, protective clothing etc. available (whether alone or with others) to ensure their own safety and well-being at the workplace.

(d) To report to the Board of Management without unreasonable delay, any defects in plant, equipment, place of work, or system of work, which might endanger safety, health or welfare of which he/she becomes aware.

No person shall intentionally or carelessly tamper with or misuse any equipment, facility, protective clothing. (These are facilities provided for the safety, health or welfare of workers).

First Aid

The Staff completed a 2 hour first aid course on 16th September 2024.

In addition, 6 members of the team completed a full day of CFR (Cardiac First Responder) training on 13/04/2017 **- Áine Uí Rua, Aingeal Ní Thuathail, Hannah Ní Phroinsias, Mairéad Nic Dhonnchadha, Aoife Nic Ghiolllamhuire and Róisín Ní Chadhain. The six members completed an intensive epi pen and defibrillator training course on 11/11/24 & 25/11/2024 (7 hours in total).**

The Principal will see that there will be maintained in the school a properly equipped First Aid Box available to staff at all times containing:

- Sticking plasters
- Anti-histamine for Stings, etc.
- Tape
- Disinfectant (e.g.) savlon
- Eye lotion (e.g.) Obtrex
- Antiseptic cream
- Cotton Bandage
- Cream for First Aid treatment of Burns
- Antiseptic wipes
- Scissors
- First Aid Chart

Disposable gloves must be used at all times in administering First Aid

Access to School

In as much as is compatible with the practical layout of the school premises, anyone entering the school premises shall be required to identify themselves. Any contractor must make direct contact with the Principal / Secretary before initiating any work on the premises and shall be shown a copy of the safety statement applying to the school and shall agree to its provisions.

While work is in progress, any noise shall be avoided wherever possible during school hours and shall at all times be reduced to the minimum necessary. The contractor and workmen shall not create any hazard, permanent or temporary, without informing the Principal or his/her nominated agent and shall mark such hazard with warning signs or other suitable protection.

Parents:

Parents/guardians must pay attention to safety signs when in the yard or at school.

Revision of This Safety Statement

This statement shall be regularly revised by the Board of Management of Scoil Fhursa in accordance with experience and the requirements of the Health and Safety Act and the Health and Safety Authority.

Signed on behalf of the Board of the Board of Management:

Chairperson:	Seán Ó Neachtain	Dáta:	11ú Feabhra 2026
Principal	Mairéad Nic Dhonnchadha	Dáta	11ú Feabhra 2026
Safety Officer: Nominee of BOM	Eibhlín Ní Chualáin	Dáta	11ú Feabhra 2026
Safety Officer: Nominee of staff	Mairéad Nic Dhonnchadha	Dáta	11ú Feabhra 2026

Identified Hazard	Risk Assessed	Control Measure
Slips, Trips and Falls (Internal)	Low	Access and Egress routes particularly at stairways are kept clear. Wet floors are covered over. Non slip mats provided at Egress routes.
Slips, Trips and Falls (Outside)	Low	Resurfaced in Summer 2021
Electricity	Low	Circuit breaker on main panels. RECI qualified electricians' carries out repairs as required.
Manual Handling	Medium	Staff should seek assistance with loads which are heavy. Avoid heavy storage shelves at level above shoulder and below knee height.
Stepladders	Medium	Avoid high heels. All precautions are taken in use of stepladder and all stepladders are stored in the office.
Fire	Low	Fire evacuation in place. Fire extinguishers available and regularly maintained. Fire emergency in place and emergency phone numbers readily available to staff. Staff to ensure no one is in the toilets.
Kitchen (e.g. Boiling water / cleaning agent)	Low	Kettles etc are positioned safely. Cleaning agents are stored safely under lock and key and are not accessed by children. Staff are trained in first aid measure for splashes of chemicals.
Chemicals used: (Cif, Parazone, Dettol)	Low	Gloves to be worn when using Chemicals. In the event of a chemical splash from any of the items listed, wash with water
Office (e.g. Shredding machine, VDU)	Low	Manufacturing instructions will be adhered to when using shredder which prevents a risk of injury. The HSA Guide on VDU use will be followed:

Deliveries (e.g. Oil Deliveries)	Medium	Personnel, mailing deliveries to school must enter school through designated entrance. They must exercise great care when reversing during deliveries. Delivery vehicles do not enter school grounds during class hours.
Violence (e.g. From an intruder or from a pupil)	Low	Security cameras monitor risk of intruders entering school at front entrance which is locked. An emergency procedure is in place should an intruder enter a school during working hours. Policies are in place with regard to aggressive behaviour from pupils toward the staff.
Bullying	Low	The HSA guide on bullying at work will be adhered to.
Pregnant workers	Low	When the Staff member is 6mths pregnant she is removed from the rota. No manual handling. No step ladders. No lifting.
Radon	Low	Has been tested and remedied
Emergency for staff member	Low	Red light system in operation to notify nearest teacher of emergency.
Stairs	Low	Staff must keep one hand free to hold stairs hand rail.