



NUTFIELD CHURCH (C OF E) PRIMARY SCHOOL

HEALTH AND SAFETY AND PREMISES MANAGEMENT AGENDA 2022-23

FOR MONITORING VISIT 2 OF 3 – THURSDAY 9TH FEBRUARY 2023

Attending:

Governor - Mr Sam Nicholls

Staff - Miss Imogen Woods, Mr Daniel Walker-Cheetham, Mr Fred Kolndreu

Attachments:

- Notes of Previous Meeting held on the 16th November 2022
- Health & Safety and Premises Management Overview – 9th February 2023
- Appendix 1 – Record of fire drill
- Appendix 2 – Asbestos removal quotation
- Appendix 3 – Asbestos AFM17 Site Activity Log
- Appendix 4 – Asbestos AFM29T Visual Inspection Certificate (v16)
- Appendix 5 – Health and safety monitoring premises inspection report, 26th January 2023
- Appendix 6 – Previous health and safety monitoring premises inspection report, 3rd November 2022
- Appendix 7 – Strictly Education 4S lunchtime monitoring report
- Appendix 8 – Commercial Catering Inspection Record (CP42)
- Appendix 9 – February half term clean schedule
- Appendix 10 – Creative Play order agreement
- Appendix 11 – Creative Play sales order acknowledgment
- Appendix 12 - Creative Play survey, risk assessment and method statement
- Appendix 13 - Creative Play Public Liability Insurance
- Appendix 14 – School trim trail risk assessment produced by DWC and IW
- Appendix 15 - Schools H&S Update Lead in paint
- Appendix 16 - Asbestos Management Plan 2022-23
- Appendix 17 - Health, Safety and Welfare policy

Agenda:

1. Are minutes from the previous meeting an accurate record?
2. Safeguarding update
3. Have all statutory building checks been made or been scheduled?
4. Has appropriate CPD training been undertaken this term?
5. Has the premises been inspected this term by the Premises Manager and School Business Manager?
 - Have all actions from the previous inspection been addressed?
 - Are there any actions from this inspection?
6. Are policies suitable and up-to-date?
 - IW and SN to sign updated Health, Safety and Welfare policy
7. Are risk assessments suitable and up-to-date?
 - Update on new trim trail and associated risk assessment
8. Have all 'other' aspects of the school been considered
9. A.O.B