

Statement of Intent

Health and Safety Policy | Academic Year 2027–28

Commitment

The Auraved School is committed to providing and maintaining a safe, healthy, and secure environment for all students, staff, and visitors.

The School recognises its duty of care and will take all reasonably practicable steps to prevent accidents, injuries, and health hazards on campus and during School-organised activities off campus.

Health and safety will be treated as a shared responsibility, integrated into the daily functioning and culture of the School, and not merely a compliance requirement.

Objectives

- To provide and maintain a safe physical environment, including buildings, equipment, furniture, and grounds.
- To ensure health and safety procedures are clearly documented, communicated, and understood by all stakeholders.
- To provide adequate training, information, instruction, and supervision to staff and students.
- To identify, assess, and control risks and hazards through regular inspection and review.
- To maintain compliance with statutory health and safety requirements applicable to schools, including CBSE guidelines.
- To ensure prompt reporting, investigation, and remediation of accidents, near-misses, and hazards.
- To promote awareness of health, hygiene, and safety among students, staff, and parents.

Organisation and Responsibilities

Management / Principal: Holds overall responsibility for implementation, resourcing, and periodic review of this Health and Safety Policy, and ensures adequate budget and infrastructure are allocated for health and safety measures.

Designated Safety Officer: Responsible for day-to-day monitoring of health and safety compliance, coordinating fire drills, safety inspections, and incident reporting, and maintaining records of safety audits, certificates, and training.

Teachers & Staff: Responsible for supervising students at all times and enforcing safety rules, reporting hazards, near-misses, or incidents promptly to the Designated Safety Officer, and participating in health and safety training and drills.

Non-Teaching & Support Staff: Responsible for maintaining cleanliness, sanitation, and safe upkeep of facilities and equipment under their charge.

Students: Expected to follow safety instructions, use equipment responsibly, and report hazards or concerns to a staff member.

Parents/Guardians: Expected to support the School's health and safety guidelines, including during transport, excursions, and events.

Key Areas Covered

- Fire safety and emergency evacuation procedures
- First aid provision and medical emergencies
- Infrastructure, equipment, and playground safety
- Electrical and building safety
- Transport safety (where applicable)
- Hygiene, sanitation, and drinking water safety
- Food safety (canteen/cafeteria, where applicable)
- Off-campus activities, excursions, and sports events
- Security and visitor management

Implementation

- Regular safety inspections and audits of infrastructure and equipment.
- Periodic fire and emergency evacuation drills for students and staff.
- Availability of trained first-aid personnel and first-aid kits across the campus.
- Maintenance of valid statutory certificates (fire safety, building safety, health/sanitation).
- Induction and ongoing training of staff on health and safety procedures.
- Clear signage for emergency exits, assembly points, and safety instructions.

Incident Reporting and Review

All accidents, injuries, and hazards must be reported immediately to the Designated Safety Officer and recorded in the incident register.

Serious incidents will be reported to the Principal and, where required, to statutory authorities.

Incidents will be reviewed to identify corrective actions and prevent recurrence.

Policy Review

This policy will be reviewed annually, or sooner in the event of legislative changes, infrastructure changes, or significant incidents, to ensure it remains effective and current.