

# Strandtown Primary School



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Primary School**

## **Physical Education Health & Safety Policy**



## Safety Policy

The effective management of safety during the teaching of PE. can be seen as having four major components:

### **1. Organisation of routines during and between lessons to include:**

- The use of appropriate kit clothing – all children should have a change of clothes for a P.E lesson. A P.E. kit in school colours is available to purchase. **Indoor PE** - school shorts and t-shirt, PE plimsoles. **Outdoor PE** – school tracksuit or tracksuit bottoms, warm top and outdoor pitch shoes. **No Football or Rugby Shirts to be worn during PE lessons.**
- Teachers are expected to set a good example by wearing appropriate clothing when teaching P.E. Teachers are also encouraged to refer to the documentation provided by PE coordinator taken from ‘Safe Practice in Physical Education and School Sports’ manual which is kept in a PE folder in each classroom
- Checking P.E. areas are free from sharp objects and broken glass;
- Location of safety equipment;
- There is a wide range of resources to support the teaching of P.E. across the school. We keep most of our equipment in the P.E. store, and this is accessible to children only under adult supervision. The hall contains a large range of apparatus, and we expect the children to help set up and put away this equipment as part of their work. By so doing, the children learn to handle equipment safely.
- Reporting accidents.

### **2. Control to include:**

- Where to find safety information.
- Regular safety checks.

### **3. Monitor and Review - including procedures for reporting hazards/suspected hazards and those for reviewing risk assessments and safety in general.**

### **4. Risk assessment and planning before a lesson.**

All staff are required to familiarise themselves with the health and safety aspects of teaching P.E. Every activity should be assessed for risk including carrying equipment. We attempt to balance the desire to eliminate risk with the need to

reduce risk in order to maintain practical activities, e.g. we may demonstrate an activity in order to reduce the level of risk to pupils.



Before a lesson starts staff should:

- 🟡 **Have carried out a risk assessment.**
- 🟡 **Have procured any necessary safety equipment and undertaken any safety measures.**
- 🟡 **Know when to use particular facilities and equipment.**

Risk assessment is a process that has several components:

- 🟡 **Identify hazards.** N.B. These can be routine, e.g. lifting five a side goals, or the throwing of a basketball to an inattentive pupil (which can break a finger). If activities are well managed, and the pupils concerned are carefully supervised, then the element of risk will be minimised or removed.

- 🟡 **Look at cause and effect.**

e.g. a large class size may adversely affect the safety of the people in a gym/sports hall. Therefore the number of pupils allocated to any one group is ideally restricted to help enable adequate and safe use of the equipment/facilities in each gym/sports hall.

e.g. supervision levels may significantly affect the level of risk - particularly at swimming pools. With regard to swimming - there should be prescribed ratios for the supervision of off-site visits. For all schools the Group Leader should assess the risks and set an appropriate safe supervision level for that group before the activity takes place – governing body or local council prescribed ratios must be adhered to or improved upon if they apply. Sometimes the authority at the activity venue will recommend safe supervision levels. If these are different to any relevant recommendations then the higher ratio of staff to pupils should be adhered to. There should always be a minimum of one teacher in charge and enough adult supervisors to cope effectively with an emergency.

If it is not possible to use school staff alone then parents and other adults may be used to boost the staffing ratio. Such parents and other adults should be carefully selected and should be well known to the school and the pupils on the trip. N.B. Parents and other adults will not have had a criminal conviction check and therefore should never be left in sole charge of pupils.

- 🟡 **Examine methods of work.**

- In each of the P.E. halls/gymnasia certain major areas should be clearly defined, e.g.
- Where pupils perform the activities;
- Where large items of equipment are cited;
- Where smaller items of equipment are stored;

- Where information/rules/work is displayed.



The floors must be kept clean and dry, and adequate lighting, in terms of its location and brightness, must be provided. Where applicable, there must be prominent signs warning of specific dangers and safety rules.

- 🧐 Investigate the safety literature for advice.
- 🧐 Remove hazards where possible. Good class management and supervision are crucial to this.

### **In case of emergency staff should already:**

Know the location and identity of the personnel trained in first aid.

### **Organisation of routines during and between lessons**

Teachers should make frequent references to the rules and procedures applicable to a particular area or activity.

- 🧐 Never go into a gym/sports hall without permission.
- 🧐 Always walk to the gym/sports hall and never run or push anyone.

### *During the lesson pupils must:*

- 🧐 Always know exactly what you are doing. If not, ask your teacher.
- 🧐 Always follow instructions given by the teacher.
- 🧐 Always report an accident or breakage immediately.
- 🧐 Never interfere with equipment.
- 🧐 Never remove or interfere with any safety notices.
- 🧐 Never put anything in your mouth. Do not eat, drink or chew.

### *At the end of the lesson:*

- 🧐 Always leave the gym/sports hall clean and tidy.

### **Staff Training**

- 🧐 Staff will be encouraged to attend courses and review resources. The P.E. coordinator will have access to specific training to support and develop their role.
- 🧐 New Staff will be given the opportunity to work alongside the class teacher and given support by the coordinator, who will model lessons and provide support where necessary.

