

**APPENDIX TO
HEALTH AND SAFETY POLICY**

Named Individuals with Responsibilities

Responsibility	Named Individual
Safety Governor	Brian Hasell
The person/s who will carry out inspections each term	Edward O'Hara (Headteacher) Trish Burfoot (Site Supervisor)
The person responsible for liaising with contractors undertaking major works	Edward O'Hara (Headteacher) Debbie Pitman (School Administrator)
First Aid coordinator	Edward O'Hara (Headteacher) and Izzy Williams
Reporting Officer (Accidents)	Edward O'Hara (Headteacher) Assisted by Izzy Williams and Debbie Pitman
Deputy Reporting Officer (Accidents)	Debbie Pitman (School Administrator)
Electrical Test Contractor	Arranged through Project Design Consultants
Equipment Safety Coordinator	Edward O'Hara (Headteacher) Debbie Pitman (School Administrator)
Site Manager	Edward O'Hara (Headteacher)
Site Supervisor	Trish Burfoot
COSSH Coordinator	Debbie Pitman (School Administrator) Trish Burfoot (Site Supervisor)
First Aid at Work (3 day course)	Carolynne Pierce-Jones (Certified 22.09.2021 -21.09.2024) Izzy Williams (Certified 06.10.2021 – 05.10.2024) Jackie Hatton (Certified 06.10.2021 – 04.10.2024) Jack Mugford (Certified 23.03.2021 – 23.03.2024)
Paediatric First Aid – Level 3 Date all qualified: 9 th April 2021	Cat Miles Dani Carter Jade Hooper Heidi Lang

Valid for 3 years	
Emergency First Aid in Schools (date of latest training: 02.09.2019)	Ellye Ball Richard Arundell Kylie James Debbie Pitman Jade Hooper Kim Appleby Libby Holmes Becky Cunningham Charlotte Clark
Fire Officer	Edward O'Hara
Fire Marshalls Date all qualified: 10 th January 2020 Valid for 3 years	Izzy Williams Debbie Pitman Cat Miles Trish Burfoot (Ann-Marie Pengelly (Pre-School))
De-escalation and Positive Handling Date of training 11 May 2021 Valid for 2 Years	Ben Yeoman Jackie Hatton Cat Miles Carolyn Pierce-Jones Nicola Jones Caitlin Jones Ellye Ball Jade Hooper Justin Foster Libby Holmes
Minibus Drivers	Izzy Williams (April 21 – July 25) Kim Appleby (Nov 21 – Jan 25) Lee White (Nov 21 – Jan 25) Justin Foster (Nov 21 – Jan 25) Kath Jones (Nov 21 – Jan 25)
Educational Visits Co-ordinator	Izzy Williams Certified June 2021 (valid for 3 years)

Appendix Updated January 2022