



LIGHTHOUSE
SCHOOLS PARTNERSHIP

HEALTH, SAFETY AND WELFARE POLICY

Part 2 - Organisation

Statutory

Policy Approved by the Board of Trustees	
Signed:  Name: Adele Haysom Chair of Board of Trustees	Date: 27 January 2026
Authorised for Issue	
Signed:  Name: Gary Lewis Chief Executive	Date: 27 January 2026

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This policy applies to all schools and employees within the Lighthouse Schools Partnership.

This policy remains valid and in operation, until a new or updated policy is published.

HEALTH, SAFETY AND WELFARE POLICY

Part 2 - Organisation

Statutory

Commitment to Health, Safety and Welfare

Lighthouse Schools Partnership (LSP) is dedicated to providing a safe and healthy working environment for all employees, students, contractors and visitors. We are committed to comply with the Health and Safety at Work Act (1974) and all relevant health and safety legislation and regulations.

LSP Health, Safety and Welfare Policy

LSP Health, Safety and Welfare Policy are presented in three parts:

- **Part 1 - Statement of Intent**

Our [Statement of Intent](#) sets out the aims of the Health, Safety and Welfare Policy and some of the high-level arrangements for delivering the Policy. This document is produced at Trust level and is applicable to all schools within the Trust.

- **Part 2 - Organisation (This Document)**

This document sets out the health and safety responsibilities of key personnel within the organisation and explains the strategic systems and procedures that form the basis of our health and safety regime. This document is produced at Trust level and is then tailored to meet the requirements of each school.

- **Part 3 - Strategic overview of arrangements**

The strategic overview of arrangements provides a high-level summary of the main areas of health and safety activity. This internal document is produced at Trust level and is then tailored to meet the requirements of each school.

This document works in conjunction with the internal LSP Site Handbook for further detailed information.

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Organisation and responsibilities

We recognise the need to identify organisational arrangements across the Trust and in individual schools for implementing, controlling, and monitoring health, safety and welfare matters. We follow the guidance in document *HSG 65 Managing for Health and Safety published by the Health and Safety Executive*.

We also accept the need to consult individuals before allocating health, safety and welfare functions.

Individual duties, including reporting arrangements and, therefore, organisation and accountability, follow the Plan, Do, Check, Act model.

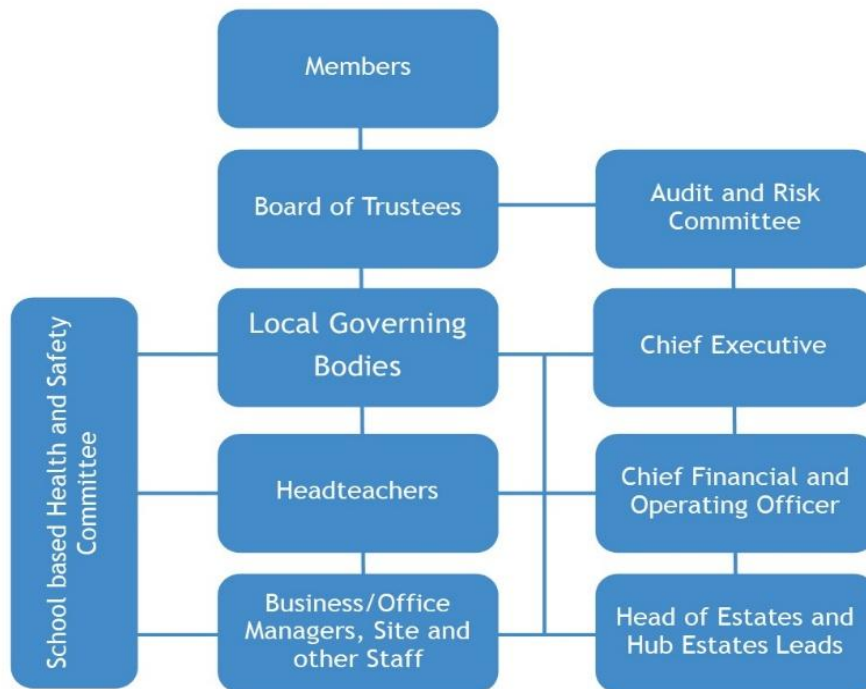
Posts with significant health, safety and welfare responsibilities are set out in the sections below. Whilst everyone has some health and safety responsibilities, this document highlights the major management lines.

Introduction

The Health and Safety at Work etc. Act 1974 places ultimate and overall responsibility for Health and Safety with the Board of Trustees. However, each school, supported by the Central Team, will manage its own Health and Safety procedures, which fully integrate with this policy.

Headteachers are responsible and accountable for the implementation of and compliance with this policy within their school, although health and safety roles and responsibilities can be delegated to other school staff, if detailed within the Strategi Overview of Arrangements (Part 3 of the Health, Safety and Welfare Policy).

Management and monitoring mechanisms are in place to provide an overview of statutory compliance.



The Trust Board

The Trust Board holds the employer and strategic responsibility for ensuring the effective implementation of the Health, Safety and Welfare Policy across all schools and within the Central Team. It provides leadership, oversight, and assurance that legal obligations are met and that Health, Safety and Wellbeing is embedded within the Trust's governance framework.

Key responsibilities include:

- Reviewing Health and Safety performance at least three times a year, including the monitoring of risk management systems and statutory compliance (e.g. fire, asbestos, legionella, electrical safety).
- Ensuring decisions made by the Board reflect the Trust's Health, Safety and Welfare Policy.
- Overseeing staff competence and access to expert advice.
- Providing strategic direction on health, safety, and welfare matters.
- Ensuring the Audit and Risk Committee discharges its delegated duties effectively

- Reviewing assurance data on the effectiveness of business continuity and critical incident plans for each school/federation of schools and the Central Team.
- Reviewing assurance data on the effectiveness of safeguarding measures in place in each school/federation of schools and the Central Team.
- Allocating sufficient resources to support health, safety and wellbeing across the Trust.
- Board of Trustees [Terms of Reference](#)

Audit and Risk Committee

The Audit and Risk Committee is responsible for scrutinising health, safety and wellbeing performance and holding the CEO and central team, together with school leaders, to account.

Key responsibilities include:

- Monitoring the Trust's Health and Safety arrangements and systems of work.
- Reviewing performance against health and safety objectives.
- Overseeing implementation of the Health, Safety and Welfare Policy.
- Commissioning of the Trust's Competent Health and Safety Advisor and the annual assurance control process.
- Receiving and reviewing audit reports and monitoring completion of recommended actions.
- Approving policies and procedures that support estate condition and compliance, including the Trust Capital Programme.
- Audit and Risk Committee [Terms of Reference](#)

The Staffing and Pay Committee also has a responsibility for scrutinising staff wellbeing and holding executive and school leaders to account.

Chief Executive Officer (CEO)

The CEO holds executive accountability for Health, Safety and Wellbeing across the Trust. This includes promoting a positive safety culture, ensuring compliance with statutory duties, and integrating health and safety into strategic decision-making.

Key responsibilities:

- Ensuring that Trustees and leaders receive competent Health and Safety advice.
- Overseeing effective risk management systems and control measures.
- Allocating sufficient resources to meet health, safety and wellbeing standards.
- Maintaining statutory records and ensuring regular review.

- Providing visible leadership and promoting Trust-wide engagement in a proactive safety culture.
- Delegating operational tasks while monitoring performance and retaining overall accountability.

The CEO may choose to personally undertake specific Health, Safety and Wellbeing tasks or delegate them to suitably qualified senior staff or managers within schools and/or the Central Team. However, it is explicitly recognised that such delegation does not absolve the CEO of their overarching accountability for health, safety and wellbeing across the Trust.

Chief Financial & Operating Officer (CFOO)

The CFOO is responsible for operational delivery of Health, Safety and Wellbeing across the Trust and acts as the link between the Audit and Risk Committee, school leaders and members of the Central Team.

Key responsibilities:

- Designing and implementing a proportionate and prioritised risk management systems and providing/coordinating data for the Board of Trustees to fulfil their responsibilities.
- Ensuring business continuity and critical incident procedures are in place.
- Overseeing Health and Safety audits and inspections.
- Designing structures and distributing adequate resources and staff training to meet health, and safety and wellbeing standards.
- Promoting a proactive safety culture across the Trust.
- Delegating tasks appropriately while maintaining responsibility.

The CFOO may choose to personally undertake specific Health, Safety and Wellbeing tasks or delegate them to suitably qualified senior staff or managers within schools and/or the Central Team. However, it is explicitly recognised that such delegation does not absolve the CFOO of their overarching responsibility for Health, Safety and Wellbeing across the Trust.

Head of Estates

The Head of Estates leads on site-related health and safety, ensuring buildings and grounds are safe, compliant, and well-maintained.

Key responsibilities:

- Ensuring all estates procedures are implemented in accordance with Trust policy, statutory requirements, and relevant guidance.
- Coordinating and overseeing statutory inspections and compliance checks (including fire safety, asbestos, legionella, and other building-related requirements), monitoring performance and initiating remedial action where compliance is not met.
- Overseeing defect reporting systems and ensuring timely prioritisation, escalation, and resolution of identified issues.
- Supporting and advising staff with site-based responsibilities to maintain safe, compliant, and well managed environments.
- Reviewing and analysing audit findings, inspection reports, and compliance data to identify trends, implement improvements, and reduce risk.
- Promoting a positive and proactive Health and Safety culture across all Trust sites.
- Producing and presenting accurate estates and health and safety management information to the Executive Team and Trustees to support effective decision making and assurance.

The Head of Estates may choose to personally undertake specific health and safety tasks or delegate them to suitably qualified senior staff or managers within schools and/or the Central Team. However, it is explicitly recognised that such delegation does not absolve the Head of Estates of their overarching responsibility for health and safety across the Trust.

Local Governing Body

The Local Governing Body ensures that the school complies with the Trust's Health, Safety and Wellbeing Policy and all other relevant legislation.

Key responsibilities:

- Appoint a local Health and Safety Governor
- Confirm Implementations of Trust requirements and feedback any concerns about non-compliance
- Review processes and activity in the school to ensure safety and compliance.
- Ensure that any relevant risks have been included on the school risk register.
- Report non-compliance with the Health, Safety and Welfare Policy to the CFOO and Board of Trustees.

Individual School's Health and Safety Committee

Each School will maintain a Health and Safety Committee to address strategic and operational safety matters. The committee will include senior staff, staff representatives, and the nominated Health and Safety Governor. Trade union representation is encouraged where possible.

Key responsibilities:

- Promoting a proactive safety culture with all site users e.g. staff, governors, pupils, parents/carers and the wider school community.
- Monitoring the effectiveness of school-level Health, Safety and Wellbeing arrangements.
- Reviewing audits, compliance checks and inspection outcomes, and monitoring the action taken to ensure compliance where necessary.
- Reviewing incidents, including near misses, and monitoring action taken to prevent further incidents where possible.
- Recommending improvements and updates to local procedures.
- Reviewing and recommending changes to the school's risk register, business continuity and critical incident plan in relation to health, safety and wellbeing.
- Meeting at least three times per year, with minutes shared with the Local Governing Body (LGB) and the Trust's Central Estates Team.

Headteacher

The Headteacher is responsible for the day-to-day implementation of the Trust's Health, Safety and Wellbeing Policy within the school. This includes leadership, compliance, and continuous improvement across all areas of school operations.

Key responsibilities:

- Leading on promoting a positive safety culture with all site users e.g. staff, governors, pupils, parents/carers and the wider school community.
- Allocating sufficient resources from the school's budget to meet Health, Safety and Wellbeing standards.
- Overseeing the completion of staff training and induction in line with the Trust requirements (detailed in the site handbook), informing and consulting staff as appropriate on changes to requirement.
- Ensuring risk assessments are in place and reviewed.
- Ensuring the provision of first aid and the appropriate storage and administration of medication in line with guidance.

- Maintenance and updating of the School's risk register in relation to Health, Safety and Wellbeing, business continuity and critical incident plans, undertaking testing as necessary.
- Monitoring Health, Safety and Wellbeing performance e.g. through audits, compliance checks and inspection outcomes, taking action to ensure compliance where necessary.
- Reporting and reviewing incidents, including near misses, in line with policy and statutory requirements (e.g. RIDDOR), taking action to prevent further incidents where possible.
- Introducing improvements and updates to local procedures as advised or necessary.
- Maintenance and updating of the school's risk register, business continuity and critical incident plans, undertaking testing as necessary.
- Providing/coordinating data for the Health and Safety Committee and the Central Team to fulfil their responsibilities.
- Ensuring that pupils/students understand their Health and Safety responsibilities.

The Headteacher can either carry out Health and Safety tasks themselves or assign them to qualified staff within the school or the Central Team. However, even when tasks are delegated, the Headteacher remains responsible for making sure health and safety is properly managed in the school.

School Business Manager (or Hub Estates Lead and Office Manager for Schools in the Centralised Service)

A School Business Manager, or the Hub Estates Lead and Office Manager for schools in the centralised service, supports the Headteacher in delivering the Health and Safety Policy and ensuring statutory compliance.

Key responsibilities of a school-based Business Manager:

- Developing and monitoring action plans based on audits, inspections, and risk assessments.
- Ensuring the completion of regular and ad hoc compliance monitoring activity in line with legislative requirements and the Health, Safety Policy & Wellbeing and that all activity is recorded in the Trust's compliance system.
- Undertaking the annual review of COSHH Register and risk assessment. Maintaining COSHH registers, updating for new products using safety data sheets.
- Completing and submitting insurance claims e.g. for loss or damage to the school site or equipment.
- Directing the day-to-day activities of school-based site staff.
- Ensuring there is adequate first aid provision. Overseeing administration of medication, record keeping, storage and administration as appropriate.

- Producing Health and Safety monitoring information for the Health and Safety Committee and LGB 3 times per year.
- Monitoring the completion of site related & DSE training records and ensuring that school staff and governors have received the necessary training to enable them to fulfil their responsibilities (including first aid).
- Updating the asbestos management plan, ensuring the necessary actions are taken, and delivering and emergency protocols.
- Reporting and investigating accidents, hazards and near misses, and the undertaking of remedial actions, liaising with relevant authorities.
- Managing contractor competency and compliance with CDM regulations.
- Conducting termly site inspections and ensure defect resolution.
- Reporting non-compliance and budget-related risks to the Headteacher.
- Attending Health and Safety Committee meetings. Managing the school's letting arrangements and, in association with the site staff, ensuring that all school accommodation used for lettings and other after school activities is compliant with the Health, Safety and Wellbeing Policy and statutory responsibilities.

For schools that receive centralised services, the responsibilities of the school-based Business Manager are shared between the Hub Estates Lead and the School-based Officer Manager as detailed in Table 1 below:

Table 1	
Hub Estates Lead	Office Manager
Producing Health and Safety monitoring information for the Health and Safety Committee and LGB 3 times per year.	
Attending termly at Health and Safety Committee meetings and liaising with the nominated Health and Safety Governor	Reporting to the Headteacher any situations which potentially poses a danger to any pupil, staff member or other user of the school site
Ensuring that all estates related risk assessments are reviewed. Suppling relevant core risk assessments and supporting their personalisation and update	Ensure that all identified health and safety risks are notified/dealt with as quickly and effectively as possible, initiating and updating risk assessments as appropriate
Accompanying the Health & Safety Governor and Headteacher on Health and Safety walk around 3 times per year (when organised to coincide with Health and Safety Committee meetings)	Developing action plans based on audits, inspections, and emergency arrangement in collaboration with the Hub Estates Lead.
Ensuring the completion of regular and ad hoc compliance monitoring activity in line with legislative requirements and the Health, Safety and Wellbeing Policy and that all activity is recorded in the Trust's compliance system	Directing the day-to-day activities of school based site staff
Monitoring and supporting the	

completion of recommendations from audits, inspections, and risk assessments	
Supporting the annual review of COSHH Register and risk assessment	Maintaining COSHH registers, updating new products using safety data sheets
Monitoring site related training records and ensuring that school staff and governors have received the necessary training to enable them to fulfil their responsibilities	Maintaining DSE and first aid training records, ensuring an ongoing training program to maintain compliance
Updating the asbestos management plan and ensuring necessary actions taken	Supporting the maintenance of the asbestos register in collaboration with the Hub Estates Lead. Delivering emergency protocols
Monitoring the reporting and reviewing of accidents, hazards and near misses, and the remedial action taken	Supporting incident investigations and liaising with relevant authorities
Supporting school staff in the completion of insurance claims for loss or damage to the school site or equipment	Completing and submitting insurance claims e.g. For loss or damage to the school site or equipment
	Ensuring there is adequate first aid provision. Overseeing administration of medication, record keeping, storage and administration as appropriate
	Managing the school's letting arrangements and, in association with the site staff, ensuring that all school accommodation used for lettings and other after school activities is compliant with the Health, Safety and Wellbeing Policy and statutory responsibilities
	Overseeing contractor compliance and site visits/inductions

School-Based Site Staff

School based site staff are responsible for maintaining safe premises and supporting compliance activities under the direction of their line manager.

Key responsibilities:

- Reporting defects, hazards, and non-compliance, taking remedial action where appropriate or escalating to the site-based School Business Manager or Hub Estates lead.
- Agreeing/notifying leadership of contractor activity and ensuring permit-to-work protocols.

- Communicating inspection and compliance findings to the Business Manager or Hub Estates Lead.
- Coordinating contractor work and ensure adherence to health and safety procedures.
- Implementing servicing and completing safety checks in collaboration with the Central Estates Team.
- Inducting contractors on site-specific safety matters, including asbestos awareness.
- Supporting emergency procedures and the monitoring of compliance contracts.

Competent Health & Safety Advisor

The Trustees appoint a competent Health and Safety advisor to provide impartial assessments of health and safety compliance across the Trust.

Key responsibilities:

- Conducting annual audits covering areas such as asbestos, fire, gas, electricity, legionella, and lifts.
- Providing advice and support to leaders and staff in schools and the Central Team in relation to any health and safety issues.
- Reviewing policies, risk assessments, monitoring systems, and incident management.
- Providing school-level reports with recommendations.
- Producing and presenting an annual audit summary to the Audit and Risk Committee identifying areas of good practice and recommending improvement as necessary.
- Offering guidance, templates, and training upon request.

All Employees

All employees, whether permanent, temporary, agency, or contract, play a vital role in maintaining a safe and compliant working environment. The Trust expects all staff to actively contribute to Health and Safety performance, and the wellbeing of all site users, through responsible behaviour and adherence to established procedures.

Key responsibilities:

- Complying with all relevant legislation, Trust policies, and safe working procedures.
- Staying informed about Health and Safety practices relevant to their role.
- Reporting any risks, incidents, near misses, unsafe conditions, and incidents of violence or disease.
- Following risk assessments and control measures applicable to their work.

- Supervising students effectively and integrating safety into day-to-day activities such as teaching and learning.
- Using equipment and substances safely and reporting defects immediately.
- Wearing and maintaining personal protective equipment (PPE) as required.
- Participating in training and following emergency procedures when necessary.
- Avoiding introducing personal equipment without prior approval.
- Supporting infection control, first aid, and fire safety arrangements.

Volunteers

All volunteers are expected to uphold the Trust's Health and Safety standards, while on site. They must be provided with appropriate induction, training, and supervision to ensure their safety and the safety of others.

Key responsibilities:

- Complying with all relevant safety rules, procedures, and guidance applicable to their role.
- Taking reasonable care for their own health and safety and that of others affected by their actions.
- Familiarising themselves with emergency procedures, including evacuation and first aid.
- Using and maintaining any personal protective equipment (PPE) provided.
- Operating equipment and using substances only as instructed and trained by the school.
- Reporting any risks, incidents, near misses, unsafe conditions or incidents of violence or disease to the Headteacher or designated senior leader.
- Co-operating with investigations and follow-up actions as required.

Pupils/Students

While staff hold primary responsibility for Health and Safety, pupils/students play an essential role in maintaining a safe school environment. Their awareness, behaviour, and cooperation are critical to the success of school-wide safety measures.

Key responsibilities:

- Following instructions from staff and acting responsibly on site and during school activities.
- Using equipment safely and appropriately.
- Wearing protective clothing and using safety devices when required.

- Reporting any Health and Safety concerns or incidents to staff immediately.
- Adhering to the School Code of Conduct to support a safe learning environment.

Pupils/Students who pose a Health and Safety risk may be assessed for activity restrictions and managed in line with the School's Behaviour Policy.

Union Representatives

The Trust encourages active consultation and collaboration with Trade Union Safety Representatives on matters affecting employee health and safety. It is recommended that this is achieved, at school level, through the Health and Safety Committee. Engagement with union representatives is recognised as a key component of effective governance and workforce wellbeing.

Key responsibilities:

- Participating in formally documented meetings at Trust and school level, ideally termly, and at minimum annually.
- Reviewing and discussing findings from Health and Safety audits and reports.
- Contributing to action planning and policy development.
- Representing staff concerns and supporting resolution of safety-related issues.
- Promoting open dialogue and shared responsibility for Health and Safety performance.
- In the absence of Trade Union representatives, schools will follow the consultation regulation requirements.

Contractors and Subcontractors

The Trust and its schools have a legal duty of care under the Health and Safety at Work Act 1974 to ensure that contractors working on site are managed safely and do not pose risks to others. Contractors/subcontractors are defined as individuals or companies providing materials or labour to perform a service or job, excluding temporary office workers.

Key responsibilities of school staff in relation to contractors/subcontractors:

- All contractors/subcontractors must receive a site-specific induction, including safeguarding protocols and health and safety expectations.
- Schools are responsible for local contractor management, ensuring compliance with relevant legislation and Trust procedures.
- Risk assessments, method statements, and appropriate supervision must be in place for all contracted work.

- Any work affecting the building fabric must be agreed in advance with the Hub Estates Lead and follow permit-to-work procedures and be coordinated to minimise disruption and risk.

Key responsibilities of contractors on school site:

- Working collaboratively with the school to implement relevant safety protocols.
- Understanding isolation procedures for fire and emergency evacuation in their areas of operation.
- Ensuring staff are appropriately trained and briefed on emergency procedures.
- Conducting regular reviews of safety procedures and reporting concerns to the Headteacher (or delegated member of staff).
- Adhering to all Trust policies and statutory requirements.
- Providing opportunities for staff to raise Health and Safety concerns.

Catering, Cleaning, Waste Management and Washroom Services

Third-party providers delivering catering, cleaning, waste management, and washroom services are expected to operate in full compliance with the school's health, safety and wellbeing policies and procedures.

Key responsibilities:

- Working collaboratively with the school to implement relevant safety protocols.
- Establishing and agreeing isolation procedures for fire and emergency evacuation in their areas of operation.
- Ensuring staff are appropriately trained and briefed on emergency procedures.
- Conducting regular reviews of safety procedures and reporting concerns to the Headteacher (or delegated member of staff).
- Maintaining records of monitoring and procedural reviews.
- Providing opportunities for staff to raise health and safety concerns.
- Supporting the school in preparing the annual Health and Safety status review.

Some additional responsibilities fall to school staff for cleaning requirements when third party cleaning staff are not available.

Visitors and Hirers

All visitors and third-party users of school premises must comply with the Trust's Health and Safety standards to ensure a safe and secure environment for all.

Key responsibilities:

- Visitors must sign in, wear a visitor badge, and be accompanied by staff unless enhanced DBS certificate is provided and the photo ID has been seen by staff on site.
- To meet with the appropriate school staff, ensure a full understanding of health and safety requirements.
- All visitors and hirers must:
 - Comply with school policies, procedures, and codes of practice.
 - Take reasonable care for their own safety and that of others.
 - Follow all safety instructions and emergency procedures.
 - Avoid misuse or interference with safety equipment.
 - Report any incidents, unsafe practices, or defects immediately.
- Use of school equipment (e.g. gym apparatus) only after formal induction, risk assessment, and approval by the school.

First Aiders

First Aiders are appointed by the Headteacher and play a vital role in ensuring the immediate care and support of individuals who become ill or injured on school premises, including the managing of medications brought on site. They must be appropriately trained and certified in accordance with statutory requirements and Trust policy.

Key Responsibilities:

- Provide first aid treatment to staff, pupils/students, visitors, and contractors.
- Maintain valid first aid certification and attend refresher training.
- Check and restock first aid kits regularly.
- Record incidents in the Trust's system and escalate serious cases.
- Support investigation and reporting of RIDDOR-qualifying incidents.
- Assist with medication storage and administration with designated staff.
- Help develop and review first aid risk assessments and protocols.
- Take part in emergency drills and evacuation procedures.
- Liaise with emergency services during incidents.
- Promote first aid awareness among staff and pupils/students.

A list of first aiders should be displayed in prominent areas around the school site.

Fire Marshals

Fire Marshals play a critical role in ensuring safe evacuation and fire risk management across the school premises. They are appointed by the Headteacher and must be appropriately trained for their responsibilities.

Key responsibilities:

- Identifying and reporting fire hazards.
- Ensuring emergency exits and escape routes are clear and accessible.
- Checking designated areas during evacuations and reporting any persons remaining inside (e.g. individuals in refuge areas).
- Liaising with emergency services upon arrival.
- Conducting roll calls if required and assisting with post-incident investigations.
- Confirming the building is safe before re-entry.
- Undertaking the necessary training to fulfil their role.

Fire Marshals must wear high-visibility vests during emergencies to indicate their role.

Educational Visits Coordinator (EVC)

The Educational Visits Coordinator is responsible for ensuring that all off-site activities and learning outside the classroom are planned and delivered safely, in line with Trust policy and national guidance.

Key responsibilities:

- Attending relevant training to maintain competence for the role.
- Coordinating educational visits and ensuring appropriate Health and Safety arrangements are in place.
- Ensuring risk assessments are completed and control measures implemented.
- Liaising with the SENCO for individual student needs where applicable.
- Establishing emergency contingencies and ensuring key information is accessible.
- Communicating arrangements to staff, pupils/students, providers, and parents/carers.
- Ensuring sufficient resources (including staffing) are allocated and authorised for each visit, including trip leaders and deputies as appropriate.
- Complying with national guidance (e.g. Outdoor Learning, Foreign Office advice) and Trust procedures when planning.

Radiation Protection Officer (RPO)

Where schools use ionising radiation sources, typically in science departments, the school will appoint a Radiation Protection Officer (RPO) to oversee safe management in accordance with the Ionising Radiations Regulations 2017 (IRR17) and CLEAPSS guidance.

Key responsibilities:

- Maintaining an up-to-date inventory of radioactive materials and ensuring secure storage.
- Ensuring risk assessments and safe operating procedures are in place, communicated and followed.
- Coordinating with the Radiation Protection Adviser (RPA) for compliance and technical support.
- Ensuring the provision, and monitoring, of staff training and competency in handling radioactive sources.
- Responding to incidents involving radiation and ensuring appropriate reporting and containment.
- Ensuring periodic audits and reviews are conducted and findings acted upon.
- Monitoring of Radon levels in accordance with National guidance, ensuring testing is carried where required and implementing mitigation measures in areas identified as having elevated radon concentrations

The RPO role is typically assigned to a senior science technician or department lead, with oversight from the Headteacher and support from the Trust's estates team.