

Date: 9th March 2018

Clive Evans
Headteacher
Deddington C of E Primary School
Banbury

**Schools Health and Safety Team
Oxfordshire County Council
Children Education & Families
County Hall
4th Floor
New Road
Oxford
OX1 1ND**

**Mike Bingham
CEF**

CC Ben Williams - Chair of Governors

Dear Clive,

Re: Health & Safety Monitoring Report 2017 - 2018

Thank you for the welcome and help that you, Jenny and Paul gave me during my visit to Deddington C of E Primary School on Friday, 9th March 2018.

Previous Action Plan Review

There were no outstanding matters from last year's inspection.

FINDINGS

Summary

Strong and effective management of health and safety prevails. The paperwork is of a high standard and there is clearly a good understanding of the school's responsibilities. This a credit to the demanding work that has been done in order to achieve this standard.

Please send a copy of this report to your Chair of Governors.

Part A – Questionnaire and Safety Tour

As was discussed on the day, the key findings from my visit are identified below and an action plan is provided based on the answers obtained on the day of the visit.

The actions are numbered to correspond to the report form used on that day. Please note the time scales; these will help in formulating the health and safety element of your site action plan.

Significant Findings:

There were no significant findings.

The final element of this process is for a member of your Senior Leadership Team or Governing Body to monitor the progress of the establishment in meeting these targets and a copy of the completed Action plan will need to be presented to the Governing body within six months.

If you have any queries regarding the process, or if you need more help or information, please do not hesitate to contact me.

Thank you for your cooperation.

Yours Sincerely



Mike Bingham

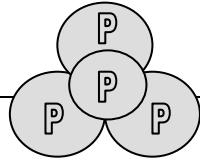
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Health and Safety

Establishment Action Plan

Recommendation / Action point	Time-scale	Person responsible	Target date	Date completed
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Action Plan for Items Partially Met

		By			
12.1	Drills of site evacuation, lock down and other foreseeable incidents contained within the BCEMP take place and are recorded appropriately. <i>Arrangements in place but not tested recently (over a year ago)</i>	S			

Site Inspection: No issues

Timescale: I = immediate; S = short term, within 4 weeks; M = medium term, within 1-3 months; L = long term, within 3-6 months.

NB This report does not imply that the conditions are safe and healthy or that arrangements for welfare at work are satisfactory in all other aspects

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