



BRITISH INTERNATIONAL SCHOOL
HO CHI MINH CITY
A NORD ANGLIA EDUCATION SCHOOL

HEALTH AND SAFETY

PHILOSOPHY

At BIS HCMC, we are committed to providing a safe learning and working environment for the whole school community. We ensure that every reasonable step is taken to manage risks in all activities undertaken by and within the school community. Our healthy and safe learning and working environments are achieved through a commitment to effective training, robust processes and high quality facilities.

OBJECTIVES

- Promote high standards of safety, health and welfare in compliance with the H&S regulations set by the Vietnamese local authorities and NAE and with a view to UK and international professional associations and standards where possible.
- Ensure that places and methods of work are safe and healthy through the arrangements set out in **appendix 1**.



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- Protect all children and adults from any foreseeable hazards on BIS campuses or when in the care of BIS staff such as, expeditions and trips.
- Ensure adequate training, instruction, supervision and information is given for all to work and learn in a healthy and safe environment.
- Encourage a culture where everyone takes responsibility for the H&S of all at BIS, including the reporting of issues related to H&S to the relevant H&S representatives on each site.

SCOPE

This policy is endorsed and adopted by the school senior leadership team and applies to all members of the school community, staff, students and parents. This policy will also be applied to any partner agency working or using the facilities on site at BIS HCMC.

DEFINITIONS AND ACRONYMS USED

Health and Safety (H&S)

A multidisciplinary field concerned with the safety, health, and welfare of people within a community, including facilities.



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Expeditions and Trips

Visits away from BIS school grounds with community members, both short day trips and longer overnight stays.

POLICY

BIS HCMC is committed to ensure the health and safety of all in our school community. We commit to ensure all risks are managed effectively by consistent adherence to best practice in relation to health and safety, as outlined in Campus Local Plans for all sections of the school:

- Early Years & Infant Campus Plan
- Junior Campus Local Plan
- Secondary Campus Plan

In addition to the day to day management of regular campus activities, we have robust emergency and crisis response plans to ensure we can respond to emerging events effectively.



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These are supported by a range of additional policies, procedures, checks and inspections.

- Off-site risk Assessments (day trips, expeditions, sporting fixtures)
- On-site risk Assessments (playground, swimming pool and other high risk areas)
- Crisis Response Plan
- Curriculum/department H&S handbooks (PE, Art, DT, Science)
- Emergency evacuation drills
- Lockdown practice procedures
- Campus facility hazard spotting checks
- Equipment testing (fire equipment, alarms)
- Water purity checks
- Sewerage system checks
- Training (First aid, lifeguard, general H&S)
- Nurses on site and regularly trained
- Medical registers for high risk children
- Medical screening for Early Years children
- Gate procedures
- Cleaning procedures
- Canteen inspections
- Air quality procedures
- Clinic manual guidelines
- Staff noticeboard with H&S overview
- Documenting all audits, incidents and accidents on the central NAE SPHERA/RIVO Online Portal