



Health and Safety Policy

Vision & Values

Learning Together, Growing Together

At Dove Green, we are creating a world class British school that promotes a respectful, happy, caring and inclusive community. We strive to prepare all students to become lifelong learners and responsible citizens, ready to meet the challenges of the future. In partnership with families and the wider community, our goal is to create purposeful, enriched opportunities for students that inspire them to become leaders of their own learning and develop the knowledge, critical thinking skills, and character necessary to succeed in an ever-changing world. We provide stimulating learning experiences through an evolving, challenging curriculum, fully reflecting the culture of the UAE and the wider world.

DGPS Way

At Dove Green Private School, we are:

- **Determined learners**
- **Global thinkers**
- **Positive achievers**
- **Striving for success**

Policy Statement

Dove Green Private School is committed to providing a safe, healthy, and secure environment for all members of the school community, including students, staff, parents, contractors, and visitors.

The school recognises its duty of care to ensure that all activities are carried out in a manner that protects the health, safety, and wellbeing of those on the school premises or participating in school-related activities. This policy outlines the school's approach to identifying risks, implementing appropriate control measures, and promoting a positive culture of health and safety across all aspects of school life.

Dove Green Private School will:

- Provide a safe and healthy learning and working environment.
- Identify hazards and undertake regular risk assessments to minimise risk.
- Ensure compliance with relevant UAE legislation and regulatory requirements, including guidance from KHDA, Dubai Municipality, Dubai Civil Defence, and the Dubai Health Authority.
- Provide training, guidance, and support to ensure all staff understand their health and safety responsibilities.
- Promote a culture where all members of the community take responsibility for



safety and wellbeing.

- Allocate appropriate resources to maintain safe premises and effective safety systems.
- Continuously review and improve the school's environmental, health, and safety practices.

Responsibilities

Maintaining a safe environment is a shared responsibility across the school community. All stakeholders must act responsibly and follow established procedures.

Governing Body and Senior Leadership Team

The Governing Body and Senior Leadership Team are responsible for:

- Ensuring that effective health and safety systems are in place across the school to comply with all relevant regulatory requirements.
- Monitoring the implementation of this policy and promoting a culture where health and safety is prioritised across the school.
- Ensuring adequate resources are allocated to support health and safety management.
- Reviewing health and safety performance regularly.

Operations Manager

The Operations Manager is responsible for the day-to-day implementation of health and safety systems, including:

- Monitoring the safety of the school premises and facilities.
- Managing site inspections and maintenance systems.
- Investigating accidents, incidents, and near misses.
- Maintaining records relating to safety inspections and compliance.
- Managing contractors and ensuring safe working practices on site.
- Ensuring emergency procedures are clearly communicated and accessible.

Teachers and School Staff

Teachers and staff are responsible for:

- Ensuring the safety and wellbeing of students under their supervision.
- Following school health and safety procedures at all times, including wearing lanyard while on the school site.
- Providing clear safety instructions to students where appropriate.
- Conducting risk assessments for activities such as trips, residential visits, and specialist lessons.
- Reporting hazards, accidents, or concerns promptly.



Support Staff, Volunteers and Temporary Staff

All support staff and volunteers must:

- Follow school health and safety procedures and always wear their lanyard, while on school site.
- Carry out basic visual safety checks in their working areas.
- Report any hazards or safety concerns immediately.
- Promote safe behaviour among students.

Students

Students are expected to contribute to a safe environment by:

- Following instructions from staff, particularly during emergencies.
- Using school equipment responsibly.
- Acting responsibly to protect their own safety and that of others.

Parents and Guardians

Parents support the school's health and safety procedures by:

- Informing the school of relevant medical information.
- Keeping emergency contact information up to date.
- Ensuring students attend school appropriately prepared for activities.
- Supporting school procedures, including wearing their lanyard while on site and following instructions during emergencies.

Contractors and Visitors

All contractors, external providers, and visitors must:

- Comply with the school's health and safety procedures.
- Sign in at reception and wear appropriate identification.
- Follow site safety instructions.
- Operate in accordance with agreed contractual arrangements.

Health and Safety Framework

Dove Green Private School maintains a structured framework to ensure that health and safety systems operate effectively across all areas of the school. This framework includes a set of supporting procedures which outline the operational arrangements for managing health and safety risks and responding to emergencies.

The key procedures supporting this policy are:

Emergency Response Outlines the school's approach to responding to emergency situations, including medical incidents, accidents, and unexpected events requiring immediate action.

Critical Incident Defines the steps to follow in the event of a major incident affecting the school community, such as a serious accident, natural disaster, or violent incident.



Evacuation Sets out the procedures for safe evacuation of the school site in the event of fire or other emergencies requiring evacuation.

Lockdown Details the procedures to follow in the event of a security threat requiring the school to enter lockdown.

Shelter in Place Defines the procedures to follow in the event of an aerial threat.

Missing Student Establishes the steps to follow if a student cannot be located during school hours

School Trip Emergency Outlines protocols for responding to emergencies during off-site activities, including accident or injury, lost students, or environmental hazards.

Premises Maintenance Outlines the systems in place to ensure the school buildings, facilities, and equipment are maintained safely and in compliance with relevant regulations.

Emergency Requiring School Closure Details the steps followed to determine if a school building closure is necessary and the procedures for distance learning and remote working.

Medical Emergency Provides guidance for responding to sudden medical emergencies, such as severe injuries, asthma attacks, or allergic reactions.

Clinic Visits, First Aid, Allergy and Chronic Illness Management Provides guidance on first aid provision, management of medical conditions, allergy management, and support for students with chronic health needs.

Nutrition Explains the school's healthy eating policy and the procedures surrounding food in school.

These procedures form part of the school's wider Health and Safety Management System and are regularly reviewed to ensure they remain compliant with regulatory requirements and best practice.

Review and Audit

The policy is reviewed at least annually and procedures are audited termly to ensure effectiveness. Governors receive a detailed annual report summarising key data and improvements.



Signed:

A handwritten signature in dark ink, appearing to read "C. Seeley", with a long horizontal flourish extending to the right.

Print Name: Christopher Seeley

Date: January 2026

Designation: Principal

Next Review: January 2027