

Tower Hill Primary School
Health & Safety Policy: Named Post Holders
Roles & Responsibility

Role	Member of Staff
Accident Investigator	Linda Tansley (HT)
Administration of Medicines	Catherine Traer (Y6 LSA)
Asbestos Competent Person	1) Philip Hinsley (Site Manager) ; 2) Jane Fitzpatrick (Snr.Administrative Officer)
Asst Caretaker/Groundsman	Allan Harding
Child Protection (DSL)	1: Christine Cartlidge (SENCo) 2: Linda Tansley (HT); 3: Laura Ovenden (DHT); 4: Nicola Ward (AHT); 5: Kieran Collins (AHT); 6: Gail Meaney (FSLW)
COSHH Assessor	Philip Hinsley (Site Manager); Linda Tansley (HT)
Electrical Testing (PAT qualified)	Philip Hinsley (Site Manager)
Facilities Management Trained	Linda Tansley (HT)
Fire-Safety Co-ordinator	Joanne Askey (Admin Officer)
First Aid Training : Staff	Jane Fitzpatrick (Snr AO)
Food Hygiene qualified	Catherine Traer (LSA); Joanne Askey (Admin Officer)
Health & Safety Training : Staff	Linda Tansley (HT)
Health & Safety Representative	Catherine Traer ((Y6 LSA)
Legionella Competent Person	Philip Hinsley (Site Manager)
Responsible Manager	Linda Tansley (HT)
Risk Assessment Trained	Linda Tansley (HT)
Site Manager	Philip Hinsley
Team Teach (Restraint) Trained	Christine Cartlidge, Kieran Collins (from Nov 17); Jo Denton, Emma Ramsier
Working at Height	1) Philip Hinsley (Site Manager);