

Health & Safety Policy 2026-27

GSPC British School | 9, rue Abdeslame Amir, quartier Plateau Extension (Riviera), Casablanca, Morocco

Policy owner	Muzaffar Khan - Health, Safety & Fire Officer	Applies to	EYFS, Primary and Secondary
Ratified	6 July 2026	Next review	July 2027
Status	Ratified	Version	1.1
Approval	Principals and Owner & CEO	Framework	British standards / Moroccan context

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1. Statement of intent

GSPC British School will provide, so far as reasonably practicable, a safe and healthy environment for pupils, staff, visitors and contractors. Health and safety is a shared responsibility and must be integrated into teaching, supervision, premises management, events and educational visits.

2. Leadership and responsibilities

Role	Core responsibility
Owner & CEO - Hicham Lazrak	Ensures appropriate governance, resources and oversight; receives significant safety escalations.
Health, Safety & Fire Officer - Muzaffar Khan	Coordinates health and safety across both sites; leads risk management, fire/emergency arrangements, drills, incident follow-up and event safety; works with both Principals and the Owner & CEO.
Principal, Primary & EYFS - Jihane El Antri	Ensures this policy is implemented on the Primary/EYFS site and that staff understand their responsibilities.
Principal, Secondary - Hannah Cashel	Ensures this policy is implemented on the Secondary site and that staff understand their responsibilities.
Head of Student Services / Dean	Supports safe pupil movement, supervision, emergency accountability and follow-up on their site.
Nurses and First Aiders	Provide first response within competence, maintain medical/emergency arrangements and escalate appropriately.
Caretaker and Security	Support premises safety, access control, maintenance reporting, emergency access and site security.
All staff	Take reasonable care, follow training and procedures, report hazards promptly and stop activities where there is an immediate serious risk.

3. Core arrangements

- **Risk assessment.** Activities, premises, events and visits are assessed proportionately. High or unresolved risks are escalated and controlled before proceeding.

- **Accidents and near misses.** All significant accidents, incidents and near misses are recorded, reviewed and used to improve practice.
- **First aid and medical care.** The school maintains one nurse per site and designated first aiders. Detailed arrangements are in the First Aid/Unwell Pupils Policy.
- **Fire and emergencies.** The separate Fire Safety, Emergency Response & Evacuation Policy applies to both sites.
- **Premises.** Lighting, water, sanitation, ventilation, stairs, handrails, doors, playgrounds and teaching spaces are kept in suitable condition and defects are reported promptly.
- **Gas, electricity and equipment.** Only competent persons may undertake maintenance. Defective equipment is taken out of use. Gas/electrical isolation points must remain accessible.
- **Science, art, ICT, PE and practical activities.** Subject-specific hazards are controlled through supervision, safe storage, appropriate PPE where required, equipment checks and activity-specific risk assessments.
- **Canteen and food safety.** Kitchen/canteen arrangements include hygiene, allergen controls, safe use of heat/gas, safe storage and clear emergency shutdown arrangements.
- **Contractors and visitors.** Reception/security controls access, visitors follow safeguarding and safety instructions, and contractors are briefed on site risks and emergency procedures.
- **Events.** Muzaffar coordinates event safety with the relevant Principal, considering crowd flow, fire exits, first aid, security, accessibility and emergency access.
- **Educational visits.** The Educational Visits & Trips Policy and trip risk-assessment form apply.
- **Pupil supervision.** Pupils are supervised through appropriate staff deployment, duties, registers and transition arrangements; see the Pupil Supervision & Duty Procedure.

4. Hazard reporting and stop-work principle

Anyone identifying an immediate serious danger should stop the activity where it is safe to do so, move pupils away, notify a senior leader/Muzaffar and prevent reuse until the risk is controlled. Routine defects should be reported promptly to the caretaker/appropriate manager and tracked to closure.

5. Training, monitoring and review

- Staff receive appropriate induction and refresher training for their responsibilities (logs are checked and updated).
- Health and safety walk-throughs and premises checks are undertaken routinely and after significant incidents or changes.
- Drills, incidents, risk assessments and maintenance issues are reviewed for trends and corrective action.
- The policy is reviewed annually and sooner after significant change, incident, inspection finding or legal/regulatory update.

6. Reference framework

- Department for Education, Early Years Foundation Stage statutory framework for group and school-based providers (effective 1 September 2026), where relevant to EYFS provision.
- Relevant Moroccan law, regulatory requirements and emergency-service arrangements. Where host-country law conflicts with a British educational requirement, host-country law takes precedence.

6.1 Policy Considerations due to Moroccan Context

GSPC British School operates in Morocco and applies the Standards for British educational standards within applicable Moroccan law and the local cultural context. Where a British expectation cannot lawfully be implemented in Morocco, host-country law takes precedence. The school documents the difference and preserves the underlying principles of safeguarding, dignity, respect, inclusion and pupil welfare as far as lawfully possible.

6.2 Planned monitoring schedule

Frequency	Check / review	Lead / evidence
Daily - opening and throughout day	General site walk-through; entrances/exits; stairs; corridors; classrooms; toilets/bathrooms; playground/common areas; obvious hazards. Bathrooms are checked at scheduled points across the school day.	Caretaker / security / Student Services or Dean / site leadership / cleaners / head of canteen / teachers of specific areas such as computing lab, art, science lab; issues logged and escalated.
Daily - kitchen/canteen	Cleanliness, food-storage temperatures where applicable, date checks, gas/equipment condition, waste and visible signs of pests/vermin.	Canteen lead; immediate escalation of hazards.
Weekly	Fire escape routes and fire doors; alarm functional test where system permits; first-aid stock spot-check; higher-risk rooms/labs.	Health, Safety & Fire Officer / designated staff; log maintained.
Monthly	Visual check of extinguishers, emergency lighting/exit signage, building condition, pest/vermin indicators and recurring bathroom/site issues.	Health, Safety & Fire Officer / caretaker; actions tracked.
Termly	Formal H&S walk-through with Principals/SLT; review accidents/near misses, risk assessments, drills, PEEPs and outstanding actions.	Muzaffar Khan + relevant Principal/SLT.
Contract / statutory interval	Competent-contractor servicing of fire alarm, extinguishers, electrical/gas systems, kitchen equipment and pest-control/fumigation according to Moroccan requirements, manufacturer instructions and contract schedule.	Certificates/service records retained.
Annual / before school opening	Whole-site H&S and fire review; emergency arrangements; contractor certificates; policy and risk-assessment review.	Owner/CEO, Principals, Health, Safety & Fire Officer.

6.3 Document control and current leadership

Established	Next review	Principal - Secondary	Principal - Primary & EYFS	Owner & CEO
August 2026	July 2027	Hannah Cashel	Jihane El Antri	Hicham Lazrak