

Appendix 1: Health and Safety Training Matrix

	Recommended Delivery Method	H&S Co-ordinator	Headteacher	Site team	EVC	Cleaner**	Kitchen staff**	Employees/Volunteers
H&S induction	Tenax slides (customised for school and role specific)	✓	✓	✓	✓	✓	✓	✓
H&S Annual refresher	Tenax slides (customised for school)	✓	✓	✓	✓	✓	✓	✓
Asbestos Management	KCC's Delta training platform	✓	✓	✓		✓		
Fire Safety	KCC's Delta training platform	✓	✓	✓		✓		
Fire warden/fire extinguisher training	TBD*	Nominated staff						
COSHH	KCC's Delta training platform	✓		✓		✓	✓	
Legionella and Water hygiene	KCC's Delta training platform	✓		✓				
Manual Handling of inanimate objects	KCC's Delta training platform	✓		✓		✓		
Working at height	TBD*	✓		✓				
Risk Assessments	Tenax training	✓	✓		✓			
Managing Building Contractors	Tenax training	✓		✓				
Inspections & Monitoring	Tenax training	✓		✓				

	Recommended Delivery Method	H&S Co-ordinator	Headteacher	Site team	EVC	Cleaner**	Kitchen staff**	Employees/Volunteers
Lone Working & remote working	Tenax training	✓						
Educational Visits	Tenax training	✓			✓			
Accident & Incident reporting	Tenax training	✓						
Supporting Children with Medical Conditions	Tenax training	✓						
Allergy awareness	TBD*	✓	✓	✓	✓	✓	✓	✓
First Aid arrangements	Tenax training	✓						
First Aid	TBD*	Nominated staff						
H&S for cleaners	TBD*					✓		
Swimming Pool testing	TBD*	Nominated staff where site has a swimming pool						
Food Hygiene Certificate	TBD*						✓	
Evac Chair Training	TBD*	Nominated staff						

*for each school to source until a single delivery method for Trust identified

**where employed by the Trust otherwise contractors to arrange & deliver suitable induction and refresher training