



Date: 09/03/2018

Circular Letter 0018/2018

To: The Managerial Authorities of Primary and Post Primary Schools

Management of Safety & Health, including Fire Safety, in Primary and Post Primary schools

This Circular Letter is being issued to remind individual school authorities of the need for vigilance in the management of their School Health & Safety, including in particular fire safety, systems. This Circular Letter recognises that individual school authorities are best placed on a day to day basis to monitor and ensure that their Health & Safety systems and practices, including fire safety, will contribute to ensuring that schools are safe and suitable environments for the entire school community.

Detailed Guidelines have been produced by the Health & Safety Authority that were developed in collaboration with the Education sector. The aim of these Guidelines is to provide practical assistance to school authorities including advice and recommendations on how to implement and operate Health & Safety, including Fire Safety, management systems in their schools. These Guidelines were prepared in response to a demand from the education sector for guidance and clarification in relation to the legal obligations and responsibilities that arise for schools. This demand, combined with the recognition that workplace safety, health and welfare needs to be managed and can be integrated into existing planning processes at school level, was at the core of the collaboration between the partners involved. The Guidelines may be accessed on the website of the Health & Safety Authority via the following links:

[Guidelines on Managing Safety, Health and Welfare in Primary Schools.pdf](#)

[Guidelines on Managing Safety and Health - Post Primary Schools Part 1 of 2](#) (under review)

[Guidelines on Managing Safety and Health - Post Primary Part 2 of 2](#) (Part 2 contains templates to assist with the operation of the school safety and health management system)

Enquiries from schools in relation to these Guidelines may be addressed to the Health & Safety Authority (e-mail wcu@hsa.ie, Tel (Lo-call) 1890 289389). This Circular may also be accessed on www.education.ie

Signed: Jerome Kelly