



The Church of Scotland

Faith Nurture Forum – Initial Ministerial Education (IME) Student Policy

Health and Safety

1. Introduction

The Faith Nurture Forum of the Church of Scotland (Faith Nurture Forum) is committed to providing and maintaining, as far as reasonably practicable, the health, safety and welfare of all students.

In order to achieve these fundamental aims, Faith Nurture Forum take seriously their responsibilities under the Health & Safety at Work Act (1974) and all relevant enabling legislation. The aim is to meet the legislative criteria at any time as being the minimum acceptable standard to be applied. Where possible these standards should be improved upon.

Faith Nurture Forum will work with our partner universities, presbyteries as placement hosts, and will take advice from the Central Property Services Department of the Church of Scotland in respect of all health and safety matters.

2. Purpose and Scope

Faith Nurture Forum have developed this policy so that it is inclusive and with the co-operation of all, the policy will provide and assist in the development of a safe environment.

Faith Nurture Forum will aim to:

- Take all reasonable steps to secure the health, safety and welfare of all students.
- Take all reasonable steps to secure the health, safety and welfare of staff, volunteers, visitors, contractors, clients and the like, where appropriate.
- Work with Presbytery and others to ensure that Church of Scotland premises are in a condition which is safe and without risk to health.
- Endeavour to work with others to monitor any place of study not under the control of Faith Nurture Forum with the aim of determining that those students placed there have a environment which is safe, without risk to health and provides sound conditions and appropriate arrangements for training and welfare.
- Encourage all students to participate in Health and Safety matters and to express their concerns regarding any issues, including identifying hazards which may exist and to report on conditions which appear dangerous or unsatisfactory.
- Ensure that each individual accepts his/her own responsibility to take care not to endanger themselves or others and actively assist in fulfilling the requirements of this policy.
- Work with our university partners, and all presbyteries involved in student placements to progress Health & Safety collaboratively.
- Provide adequate information, instruction and training to students to enable them to perform their duties competently and safely e.g. evacuation procedures in the event of a fire.

3. Training

Training/information will be provided at the assessment conference and ongoing communications and instructions may be shared from time to time. Faith Nurture Forum expects the co-operation of all in adhering to the requirements of this policy and is committed to enforcing its provisions should that be necessary, including taking disciplinary action against those who fail to comply with the policy, either deliberately or otherwise.

4. Monitoring and Review

The Secretary of Faith Nurture Forum will report periodically to Faith Nurture Forum Committee as required by Health and Safety Legislation and internal reporting arrangements. This will include reports on accidents and incidents involving students, any reportable illnesses, any updates to training etc.

The impact of this policy will be monitored and the policy is subject to amendments as necessary. This policy will be reviewed every two years as a minimum.

Date First Published:	September 2018
Date of Last Review:	December 2020
Frequency of Review:	2 years
Approved by:	E&S Committee