



# Banks Lane Junior School

## Manual Handling Policy

Agreed by Governing Board:	October 2019
Date of next review:	October 2022
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[www.bankslane-jun.stockport.sch.uk](http://www.bankslane-jun.stockport.sch.uk)





## Manual Handling Policy



### Pupils

On admission to Banks Lane Junior School, a manual handling assessment will be completed by a Physiotherapist with multi-agency input. Notes will have been transferred from the previous school and taken into account.

Staff will familiarise themselves with the manual handling procedure for individual pupils, and will be supported with advice and specific training from the Physiotherapist.

Manual Handling Care plans will be monitored by the Physiotherapist and school staff, and if necessary adjusted. Care plans will be reviewed at the annual review, held for each pupil.

### Training

If applicable school staff will receive training on health and safety which will include lifting and handling. This will be delivered by Local Authority specialist providers.

New staff will work alongside experienced staff with pupils until they are confident and competent to carry out tasks. Training will be provided by Local Authority specialist providers if necessary.

Staff will work alongside the school nurse, occupational therapist and physiotherapist on a regular basis, carrying out care plans and curriculum activities. The SENDCo will oversee all curriculum activities and care plans which involve frequent contact with pupils and their manual handling. Staff will be monitored within this context.

### Equipment

Lifting and Handling equipment will be purchased from reputable companies with a known provenance, and may also be used by Stockport Clinical Commissioning Group/Social Care in care settings. The Physiotherapist and Occupational Therapist will advise on the purchase of equipment, some of which will be the property of the school and some the property of the CCG.

Equipment is maintained by the appropriate company through an annual contract. Staff will be informed to report faults as they find them, and staff will have access to the companies contact details in the event of an emergency.