

Felixstowe International College
Policy - Student Access to Risky Areas of School
Building and Grounds at Maybush House



Policy

The safety of our students is of paramount importance, and therefore the following safeguards are in place to protect them:

Procedures

Main Kitchen – First Floor

Students are not allowed into the kitchen. The kitchen is kept locked when the chef is not working in there. If students need anything from the kitchen, they can ask a member of the house staff to get it for them. On a few special occasions older students are allowed to prepare meals, under staff supervision, in the kitchen

Staff kitchen

Students are not allowed into the staff room or staff kitchen

Shed

Richard, our maintenance man keeps the shed locked unless he is working in there as there are lots of dangerous tools kept in there.

Boiler House

The boiler house contains two industrial-size gas boilers, and is kept locked at all times. The boilers are serviced annually.

Laboratories

The science lab in Maybush House is kept locked at all times, as is the prep room next door. It is only unlocked when a member of staff is in there, either for lessons, or for preparation. Students are not allowed in the lab unless a member of staff is present.

Non-flammable chemicals are stored in a locked cabinet in the laboratory, and the more flammable, corrosive ones are kept in a locked cabinet outside the building.

Cleaning Chemicals

Cleaning chemicals are kept in the cleaners' room, which is locked at all times.

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Iron

The ironing Room is kept locked at all times except when being used.

Laundry Room

The Laundry room is kept locked at all times, except when being used. Tumble Dryers and Washing machines are never used overnight. The House Parent on duty checks that the power is turned off each evening before bed time.