

Health and safety policy:

The health, safety, and wellbeing of our students, families, and tutors are our highest priority. We are committed to providing a safe, supportive, and positive learning environment for all tutoring sessions.

General Safety

- We take all reasonable steps to provide a safe and appropriate learning environment during tutoring sessions and expect the same actions from families if sessions take place within their homes.
- Tutors are expected to conduct themselves professionally and comply with all applicable health and safety requirements.
- Parents or guardians are responsible for ensuring that the tutoring environment is safe and free from hazards when sessions are held in the home.
- Students are expected to behave respectfully and follow reasonable safety instructions provided by their tutor.

Illness:

- Students who are experiencing contagious illnesses or symptoms such as fever, vomiting, diarrhoea, or other infectious conditions should not attend in-person tutoring sessions. Online sessions will be appropriate in this case.
- Where appropriate, sessions may be rescheduled or conducted online in accordance with our Cancellation & Rescheduling Policy.
- Tutors who are unwell will notify families as soon as possible and arrange an alternative session.

Emergency Procedures:

- In the event of an emergency, tutors will take appropriate action to protect the safety of those present and contact emergency services where necessary.

- Parents or guardians must provide current emergency contact details and notify us

promptly of any changes.

Medical Information:

- Parents or guardians are responsible for informing us of any medical conditions, allergies, learning needs, or other relevant information that may affect the student's safety or participation.

- Tutors are not authorised to administer medication unless specifically agreed in writing and permitted by applicable laws and company procedures.

Online Tutoring Safety

- Online tutoring sessions will be conducted using approved platforms I.e. Zoom or teams.

- Parents or guardians are encouraged to supervise younger students during online sessions.

- Sessions should take place in a suitable, quiet environment that supports learning and protects student privacy.

We encourage all students, parents, guardians and tutors to report any health or safety concerns promptly so that appropriate action can be taken.

We are committed to continuously reviewing and improving our health and safety practices to maintain a safe and welcoming learning environment.