



Health & Safety Policy

Statement of General Policy on Health, Safety & Wellbeing

Tutor My Kids believes that health and safety is paramount in all areas of its activities. Tutor My Kids is committed to providing its employees, tutors, contractors and associates with safe places of work that do not impact negatively on their health and well-being. Tutor My Kids is also committed to conducting its undertakings in such a way as to not adversely affect the health and safety of its employees, tutors, contractors, associates, students, visitors or anyone else that could be negatively impacted by its activities.

Tutor My Kids will adhere to all the undertakings set out in each host schools Health and Safety policy, however this document will serve as a template and as an expectation by Tutor My Kids that all host schools will have a robust and adequate health and safety policy as exemplified and detailed below.

This policy also includes the expectations of all employees, tutors, contractors and associates at Tutor My Kids in regards to health and safety whilst delivering our provision at a host school.

Tutor My Kids aims to achieve this commitment by adopting the following principles:

- Putting policies, arrangements and procedures in place to promote effective health and safety management and to follow the host school Health and Safety policies.
- Taking a risk-based approach to host School activities to identify sensible, realistic and effective control measures which facilitate the safe delivery of business aims and objectives;
- Providing resources, including time, finance and competent advice, to facilitate the delivery of the host School's health and safety aims and objectives;
- Involving employees, tutors, contractors and associates from all levels of the organisation in the delivery of health and safety aims and objectives;
- Providing information, instruction, training and supervision so that all employees, tutors, contractors and associates are aware of their health and safety responsibilities and the hazards and risks posed by their work and working environment;
- Setting targets and objectives to encourage continuous organisational health and safety improvement;

- Regularly reviewing and auditing performance to maintain desired standards, to identify any potential areas of weakness and to promote continuous health and safety improvement throughout the organisation.

The host school's senior leadership team is accountable for the management of health and safety and for the implementation of the host school's health and safety policy in its areas of control.

Employees, tutors, contractors and associates of Tutor My Kids have a duty to protect themselves and others by working safely, co-operating with the senior management team, observing all relevant information and instructions and reporting any health and safety matters to their line managers.

Overall accountability for Health and Safety in the host School rests with the Governing Body, led by the Chair of Governors of the host school. The Head Teacher of the host school is responsible for day to day implementation of the Health & Safety policy as the principal employee.

Should further clarification / detail be required Tutor My Kids is able to do so upon request.

A handwritten signature in black ink, appearing to read 'Alastair Dixon', is centered on the page. The signature is fluid and cursive.

Alastair Dixon Director Tutor My Kids

Reviewed by: Alastair Dixon; April 2024
Next Review: April 2025