

Health and Safety Policy

Last Updated: September 2025

Next Update: September 2026



Purpose:

To promote a safe and healthy learning environment for students and tutors, ensuring well-being and minimising risks. At Lunar Learning, we ensure that all students and staff feel safe and secure in the learning environment.

Commitment to Health and Safety

Lunar Learning is dedicated to maintaining high standards of health and safety in all tutoring sessions, both in-person and online.

Risk Assessment

Regular risk assessments will be conducted to identify potential hazards in tutoring environments. Appropriate measures will be implemented to mitigate identified risks.

Emergency Procedures

Clear emergency protocols (fire, medical emergencies, etc.) will be established and communicated to all tutors and students.

First Aid and Medical Assistance

Tutors will be informed of any medical needs or allergies of students prior to the tuition taking place.

Reporting Accidents and Incidents

All accidents or incidents must be reported to management immediately. An incident report will be completed for documentation and review.

Personal Safety and Well-being

Tutors will receive continuous training in safeguarding and mental health awareness. Students will be encouraged to voice any safety or well-being concerns.

Health and Hygiene Practices

Promote good hygiene practices, such as handwashing and cleanliness, particularly in shared spaces.

Ensure that all materials and resources used are safe and appropriate for student use.

Staff Responsibilities

All staff members are responsible for adhering to health and safety standards and protocols.

Communication and Training

Staff will be informed of the health and safety policies.

Review and Continuous Improvement

This policy will be reviewed annually and updated as necessary to reflect current best practices and regulations.

Feedback from tutors, students, and parents will be encouraged to enhance safety measures.

Implementation:

All members of the tutoring company are expected to comply with this policy to create a safe and supportive learning environment.