

## Health and Safety Policy Statement

Ely Classrooms places the highest priority on the health, safety and welfare of anyone interacting with its activities.

Ely Classrooms accepts its responsibility to comply with the requirements of the Health and Safety at Work Act 1974 and other subordinate legislation.

The purpose of our Health and Safety policy is:

- To ensure the health, safety and welfare of staff working for Ely Classrooms
- To ensure the health, safety and welfare of learners at Ely Classrooms
- To ensure the health, safety and welfare of visitors to Ely Classrooms

This policy applies to all staff, learners and visitors at Ely Classrooms.

This policy statement should be read alongside our organisational policies, procedures, guidance and other related documents.

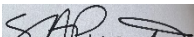
The person with overall responsibility for Health and Safety is Allison Puranik.

All employees, agency staff, sessional workers and visitors have a responsibility to:

- Take reasonable care of their own health and safety
- Not interfere with anything provided to safeguard health and safety
- Co-operate with the Director on health and safety matters
- Comply with all company policies and procedures relating to health and safety
- Report all health and safety concerns to the Director in a timely manner
- All learners have a responsibility to:
  - Behave in a way that does not put themselves or others at risk
  - Not interfere with anything provided to safeguard health and safety
  - Comply with health and safety instructions given by staff
  - Ask if unsure whether an action is safe and permitted

A comprehensive health and safety risk assessment has been conducted. This risk assessment will be reviewed every six months or whenever there is a significant change to the company's activities. Where risks to health and safety are identified, measures will be put in place to mitigate risks to acceptable levels.

This policy statement will be reviewed annually or whenever there is a significant change to the company's activities.

Signed:  (Allison Puranik)

Date: 26/9/24

Review date: 26/9/25