

GoWise Learning - Health and Safety Policy

Approved by: Anamaria Blanaru, GoWise Learning CEO & Founder

Last reviewed: November 2025

Next review: November 2026

1. Purpose and Commitment

At GoWise Learning, the safety, wellbeing and dignity of every child, young person and adult we work with are our highest priority. We are committed to providing a safe, nurturing and well-managed environment for all tutoring sessions — whether they take place in a family home, school, community setting, or online.

We believe that effective learning can only happen where people feel safe, valued and supported. This policy outlines how we maintain high standards of health and safety across all GoWise Learning activities and how tutors can identify, minimise and respond to potential risks.

2. Our Vision for a Safe Learning Environment

- Awareness – understanding potential risks in every environment.
- Prevention – taking proactive steps to create safe spaces for learning.
- Responsibility – ensuring everyone plays their part in keeping others safe.
- Transparency – reporting and learning from incidents promptly and constructively.

3. Scope of this Policy

This policy applies to all GoWise Learning staff, self-employed tutors, volunteers and contractors. It also applies to all learners and their parents or carers involved in GoWise Learning activities.

4. Legal and Regulatory Framework

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999
- Children Act 1989 & 2004
- Keeping Children Safe in Education (DfE, 2024)
- Working Together to Safeguard Children (HM Government)
- Equality Act 2010
- Data Protection Act 2018 (UK GDPR)

5. Responsibilities

GoWise Learning is responsible for providing policies, guidance, and ongoing monitoring to ensure safe practices.

Tutors are expected to:

- Take reasonable care for their own safety and that of others.
- Conduct a basic risk check before each session.
- Ensure the space is tidy, calm and hazard-free.
- Report any concerns or accidents immediately.
- Follow all GoWise Learning Policies: Safeguarding, Equality & Diversity, Lone Working, and Tutors' Code of Conduct.

6. Safety Checks Before and During Sessions

Safety & Safeguarding Check	Yes/No
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Is the responsible adult (parent/carer/LSA) present in the same room or property?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Is the space free from hazards such as clutter or wires?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Are lighting, seating, and ventilation suitable? ☐ Yes ☐ No

Are emergency exits and contact numbers known? ☐ Yes ☐ No

Do you understand and follow the GoWise Learning Safeguarding Policy? ☐ Yes ☐ No

Do you understand and follow the GoWise Learning Tutors' Code of Conduct? ☐ Yes ☐ No

Do you understand and follow the GoWise Learning Equality & Diversity Policy? ☐ Yes ☐ No

Do you understand and follow the GoWise Learning Lone Working Safety Policy? ☐ Yes ☐ No

If unsure about any of these points, please revisit the GoWise Learning Policies as soon as possible to maintain our high standards of safety, safeguarding, learning effectiveness and wellbeing.

7. Online Safety and Digital Wellbeing

Tutors must use secure, approved platforms and maintain professional boundaries. Learners must be supervised where appropriate, and cameras should remain on for safeguarding visibility unless otherwise agreed.

8. Incident and Accident Reporting

If an accident, injury, or safety concern occurs, tutors must prioritise immediate safety, inform parents or carers, and notify the Designated Safeguarding Lead. All incidents must be reported within 24 hours using the GoWise Learning Safeguarding and Incident Report Form.

9. Monitoring and Review

This Health and Safety Policy will be reviewed annually or sooner if significant changes occur in legislation or best practice. Feedback from tutors, parents, and learners is welcomed to ensure continuous improvement.