

Paul Jones Education

Health and Safety Policy

Part 1: Statement of Intent

The Health and Safety Policy is to:

- Manage health and safety risks in our online learning environment.
- Maintain safe and healthy learning conditions.
- Review and revise this policy regularly.

Responsibility for Health and Safety:

- Paul Jones

Part 2: Responsibility

To ensure health and safety standards are maintained/improved, the responsibility is defined as:

- Paul Jones:
 - Any necessary risk assessments.
 - Monitoring health and safety during live sessions.
 - Updating and reviewing policy.
- Parents and students:
 - Ensure workspace is clean and tidy.
 - Ensure equipment used for courses provided by Paul Jones Education is installed appropriately.
 - Take reasonable care for their own health and safety.

Part 3: Arrangements for Health and Safety

Risk Assessment:

- We will complete relevant risk assessments.
- We will review risk assessments when working habits/conditions change.