Managing Risks Policy 10.10.2022

Valley Tuition Ltd take every precaution to manage risks within the setting and for service users within the setting. Any activity outside of the setting will have an up-to-date individual risk assessment prior to commencement of the activity.

Our managing risks is relevant to all of Valley Tuition’s policies and encompasses our duty to safeguard and protect children and young people both in and out of the setting.

Risk Management Rating and Assessment

Valley Tuition consider risks based on the following rating system within our risk assessments:

1. Highly likely
2. Moderate Risk
3. Has potential Risk
4. Unlikely Risk

All of Valley Tuitions employees are briefed in safe working practices and procedures at induction and prior to taking on a new role.

Valley Tuition are committed to maximising reduction to risks. Management of risk and area of improvement will be discussed and agreed at our half termly meetings.

**Lone Working**

We endeavour to always have two members of staff in our setting however, on occasion we work from students’ homes which will be risked assessed and follows guidance from the following-

Information, advice and guidance on health and safety ,Lone Working: [https://www.hse.gov.uk/loneworking/employer/manage-the-risks-of-working-alone.htm](https://www.hse.gov.uk/lone-working/employer/manage-the-risks-of-working-alone.htm)

Employees and Tutors are responsible for risk assessing activities relating to tutoring, mentoring and support work off the premises, to always ensure their own safety and the safety of the young person. Control measures may include instruction, training, supervision, protective equipment etc. Protective equipment may be in the form of security measures such as mobile phones, personal alarms, or protective clothing. It is the employee’s and/or Tutor’s responsibility to check that the control procedures and protective equipment is being properly maintained and used. They must also review the risk assessments from time to time to ensure that the safety measures are still adequate.

Valley Tuition reserves the right to apply 2-1 staff ratios to minimalize risk to both staff and students where applicable. This judgement will be at the discretion of two senior members of staff after carefully consideration of the student’s information.

This policy was last reviewed on: ……………………24.07.2023……………………………………………………(date)

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