**Beacon Alternative Provision**

**Health and Safety Policy**

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**Date**: April 2025
**Written by**: O'Connell/Field
**Review Due by**: April 2026

**1. Introduction**

Beacon Alternative Provision is committed to ensuring the health, safety, and welfare of all children, staff, and visitors. This policy outlines the procedures and measures in place to create a safe learning environment for children taught at home or in mutually agreed venues.

**2. Responsibilities**

* **Head of Provision:** Overall responsibility for health and safety, ensuring policies are implemented and reviewed.
* **Staff:** Responsible for adhering to health and safety guidelines, conducting risk assessments, and reporting hazards.
* **Parents/Guardians:** Ensure the home environment is safe for learning and cooperate with staff in implementing safety measures.

**3. Risk Assessments**

* Conduct risk assessments for all learning environments, including homes and agreed venues.
* Identify potential hazards and implement measures to mitigate risks.
* Regularly review and update risk assessments, particularly when changes occur.

**4. Safe Learning Environment**

* Ensure the home or venue is clean, well-ventilated, and free from hazards.
* Maintain clear, unobstructed walkways and exits.
* Provide adequate lighting and heating.
* Ensure electrical equipment is safe and regularly inspected.
* Store hazardous substances securely and out of reach of children.

**5. Fire Safety**

* Ensure smoke alarms are installed and functioning in all learning environments.
* Identify and clearly mark emergency exits.
* Conduct regular fire drills and ensure all children are aware of evacuation procedures.
* Provide fire extinguishers and train staff in their use.

**6. First Aid**

* Ensure a first aid kit is available in each learning environment.
* Designate a trained first aider and ensure their certification is up to date.
* Record all accidents and incidents, and report serious incidents to the appropriate authorities.

**7. Safeguarding**

* Implement safeguarding policies to protect children from harm.
* Ensure all staff undergo DBS checks and safeguarding training.
* Maintain a safe and supportive learning environment, encouraging children to report any concerns.

**8. Transportation**

* Ensure vehicles used for transporting children are roadworthy, insured, and regularly maintained.
* Verify that drivers hold a valid driving licence and are competent.
* Use appropriate child restraints and seat belts for all passengers.
* Plan routes to minimise travel time and ensure safety.

**9. COVID-19 and Infectious Diseases**

* Follow government guidelines for managing COVID-19 and other infectious diseases.
* Implement hygiene measures, including regular handwashing and sanitising.
* Ensure children and staff who show symptoms stay at home and follow isolation guidelines.
* Clean and disinfect learning environments regularly.

**10. Behaviour Management**

* Implement behaviour management policies to ensure a safe and respectful learning environment.
* Address any behavioural issues promptly and fairly.
* Provide support and guidance to children with behavioural difficulties.

**11. Training and Information**

* Provide health and safety training for all staff.
* Ensure staff are aware of and understand the health and safety policy.
* Keep parents/guardians informed about health and safety measures and any changes to the policy.

**12. Review and Monitoring**

* Regularly review and update the health and safety policy to reflect changes in legislation and practice.
* Monitor compliance with the policy and address any issues promptly.
* Seek feedback from staff, children, and parents/guardians to improve health and safety practices.

By adhering to this health and safety policy, Beacon Alternative Provision aims to create a secure and nurturing environment conducive to effective learning.