

BA Tuition Ltd
Home Office Tuition Risk Assessment

Date of risk assessment:

Date of review:

Person(s) responsible: Bradley Abrahams (Director)

Potential risk	Potential harm caused by risk	Risk control methods in place	Assessment of risk before control methods	Assessment of risk after control methods	Person responsible (sign and date)
False or malicious safeguarding allegation against staff member	Potential for reputational damage if false allegation	Physical setting - chairs are opposite rather than side by side, no physical contact unless for comfort or accidental Safeguarding a visible priority (policy in place; discussed with parents/carers) Tuition takes place in a ground-floor setting with windows and doors. All staff are DBS (enhanced) checked	Medium	Low	Bradley Abrahams 
Safeguarding issues - member of the public accessing setting	Potential for child abuse	Safeguarding policy: front door to property locked and secured; other parents not on site whilst tuition takes place. Other adult in home is DBS checked	High	Low	Bradley Abrahams 

<p>Safeguarding - child on child abuse</p>	<p>Potential for child-on-child abuse</p>	<p>Safeguarding policy: zero tolerance for unacceptable behaviour during any group sessions.</p> <p>Behaviour expectations outlined to both student and parent/carer</p>	<p>High</p>	<p>Low</p>	<p>Bradley Abrahams</p> 
<p>Health and Safety - fire or accident</p>	<p>Potential for injury</p>	<p>Home office evacuation procedure explained to children and parents; fire alarms fitted and tested annually (linked directly to the fire service); mobile phone kept on person in case of emergency.</p>	<p>Medium</p>	<p>Low</p>	<p>Bradley Abrahams</p> 
<p>Medical emergency (for example, serious allergic reaction)</p>	<p>Potential for death or serious illness</p>	<p>All allergy/ medical information collected during first tuition session.</p> <p>Control measures in place so children do not come into contact with allergens (students do not bring food with them).</p> <p>Mobile phone on person in case of medical emergency</p>	<p>High</p>	<p>Medium/ Low</p>	<p>Bradley Abrahams</p> 

Name of Tutee:

Signed:

Date:

Name of Parent/Carer:

Signed:

Date:



Name of Director:

Signed:

Date: