

**Risk Assessment: Tutor Guide To Staying Safe**

<b>The Hazard</b>	<b>Preventative Measures</b>
Accident whilst travelling too / from a client.	<ul style="list-style-type: none"> <li>• Vehicle roadworthy and insured.</li> <li>• Do not drive if excessively tired / ill or under the influence of alcohol.</li> <li>• Please check directions.</li> <li>• Please check bus times and routes.</li> </ul>
Damage to vehicle whilst visiting a client.	<ul style="list-style-type: none"> <li>• Please ensure you leave your vehicle safe and secured (check parking provision prior to visiting the client)</li> </ul>
Trip / Fall in the client's garden / home.	<ul style="list-style-type: none"> <li>• Please check area / room is fit for purpose.</li> <li>• Only carry out tasks suitable to the area you are working in.</li> </ul>
Injury from the activity	<ul style="list-style-type: none"> <li>• Please not to do anything which may be beyond your physical capabilities.</li> </ul>
Attack on tutor. <ul style="list-style-type: none"> <li>• By pupil / parent or carer</li> <li>• Animal</li> </ul>	<ul style="list-style-type: none"> <li>• If you feel there is any threat to your personal safety then you must leave immediately and contact Tutor Me.</li> <li>• Report any physical attack immediately to the Police and then to Tutor Me.</li> <li>• Check with owners during initial contact if there are any dangerous pets. If so insist they are locked away.</li> <li>• If you feel unsafe at any time report your concerns to Tutor Me and we will endeavour to rectify the situation.</li> </ul>

Signed \_\_\_\_\_

Date \_\_\_\_\_