

# Health and Safety Policy

---

## learner assist

ABN: 18 369 473 371

Juanita Lee, Director of Learner Assist

LDA Specialist Teacher Consultant Member

[www.learnerassist.com.au](http://www.learnerassist.com.au)

[learnerassist851@gmail.com](mailto:learnerassist851@gmail.com)

### Health and Safety Policy 2026:

*Dear Parents,*

*I'd like to draw your attention to the policies regarding the health and safety of students attending **regular** and/or **online** sessions:*

***The Learner Assist Health and Safety Policy and Procedures that apply to students that attend face-to-face sessions:***

- 1. If a student suffers from a chronic medical condition, this should be brought to the attention of the Learner Assist specialist teacher. It should also be noted on the Student Information form when the student is first registered for private specialist intervention tutoring.*
- 2. The parents of students with a chronic medical condition, e.g. an asthma and / or anaphylaxis etc, will need to attend all private tutoring sessions together with their child and carry the necessary medication in case an incident should occur. Eating during intervention sessions is not permitted. A water bottle is allowed.*
- 3. Whilst the Learner Assist teacher is a First Aider and regularly updates her certifications, she cannot be held responsible for administering care to students with severe health conditions.*
- 4. Parents should also please take care to deliver their children safely when dropping them off for their lessons, parking on the side of the street closest to the home business. Lower Primary students will need to be delivered by their parents to the door and into the care of the Learner Assist Teacher before leaving.*

## Health and Safety Policy

---

5. *Parents should also, please, collect their children on time, as the Learner Assist teacher cannot be responsible for minding children due to her daily family and lesson commitments.*
6. *Parents of students in Primary School should please inform the Learner Assist teacher in writing, i.e. via email, if someone other than a parent is collecting their child after a lesson, especially if this is not a regular occurrence.*

**The Learner Assist Health and Safety Policy and Procedures that apply to students that attend online sessions:**

1. *There should always be an adult present at home where students attend online sessions, even if the student is in secondary school.*
2. *Parents should ensure that their child is seated in a quiet, safe place away from major distractions in the home and at a desk. Students should not be seated on a sofa or bed during sessions. This is to ensure that they are fully able to attend and to safeguard their posture. No snacks during lessons, please, but a glass of water or water bottle is encouraged, and the use of a fidget toy, if necessary.*

*Yours sincerely,  
Juanita Lee*

*Policy written by: Juanita Lee*

*Contact: 0423167699*

*Specialist Consultant Tutor for Learning Difficulties Australia*

[learnerassist851@gmail.com](mailto:learnerassist851@gmail.com)

[www.learnerassist.com.au](http://www.learnerassist.com.au)