

## First Steps & Carly Elizabeth School of Dance Health & Safety Policy

**This is a statement of general policy and arrangements for  
First Steps & Carly Elizabeth School of Dance**

We will actively maintain and promote good health and safety procedures and will;

- Maintain safe and healthy work conditions
- Provide adequate control of the health and safety risk at our school
- Be open to comments and suggestions from our students and their parents on matters relating to health and safety
- Provide information, instruction and supervision for students and make them aware of the policy
- Ensure we are capable of doing our tasks, hold any required qualifications, and that we receive adequate training
- Record any harm or injuries that occur in an Accident Book and make changes when required to avoid similar incidents in the future
- Regularly review and update this policy

Kathryn Pearce and Carly Hallett have overall responsibility for Health and Safety

Kathryn Pearce and Carly Hallett have day to day responsibility for ensuring this policy is put into practice

A First Aid Box is located in Kathryn Pearce, Carly Hallett and Ellie Garwood teaching bag

An accident book is located in Kathryn Pearce, Carly Hallett and Ellie Garwood teaching bag

Kathryn Pearce, Carly Hallett and Ellie Garwood have been trained in First Aid

In case of an emergency or serious injury, please contact the emergency services on: **999**

This policy was last reviewed on 26<sup>th</sup> August 2025

Name: Kathryn Pearce and Carly Hallett

Job Title: Dance Teachers