Tarbiyyah Global Academy
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HEALTH, SAFETY AND WELLBEING POLICY

Safe study at home, healthy screen use, and safe working for remote staff

ACADEMIC YEAR 2026 – 2027

Policy name	Health, Safety and Wellbeing Policy 2026–2027
Applies to	All pupils, parents, staff, trustees and volunteers of Tarbiyyah Global Academy
Policy owner	Headteacher
Approved by	Ustadh Abu Zayn Haneef Sandhar, Headteacher
Agreed with	The Chair of Trustees, Tarbiyyah Education Trust
Date of issue	1 September 2026 (version 1.1)
Next review due by	31 August 2027
Read alongside	Supporting Pupils with Medical Conditions Policy; Online Safety and Acceptable Use Policy; Live Lesson Protocols
Availability	Published on the Academy website and Parent Portal. Available in large print or another accessible format on request.

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1. Purpose and Scope

Tarbiyyah Global Academy has no classrooms of its own, so traditional site safety (fire drills, premises checks, playground supervision) does not apply. Health and safety still matters: pupils spend much of the day at a screen, staff work from home, and events may occasionally take place in person. This policy covers:

- the health and wellbeing of pupils learning at home, including screen time and posture;
- the health and safety of staff working remotely;
- in-person events, trips or examinations organised by the Academy.

2. Legal Framework

The Academy has regard to the Health and Safety at Work etc. Act 1974, the Management of Health and Safety at Work Regulations 1999, the Health and Safety (Display Screen Equipment) Regulations 1992, and OEAS expectations for the welfare of pupils.

3. Responsibilities

Role	Responsibilities
Trustees	Ensure the Academy has a suitable policy and receives an annual report
Headteacher	Implements this policy, ensures risk assessments are completed and staff are trained
Staff	Work safely, complete the home-working self-assessment, report hazards and concerns
Parents	Provide a safe, suitable study space, supervise younger children, and follow the guidance below

4. Pupils: A Safe Place to Learn

Parents are asked to provide:

- a table or desk and a supportive chair, in a quiet room with good light;
- a device positioned so the top of the screen is roughly at eye level, with the pupil sitting back in the chair and feet supported;
- safe cabling and chargers (no overloaded sockets, trailing wires or charging on soft furnishings);
- headphones used at a moderate volume. A simple home-study checklist is provided at induction and on the Parent Portal.

5. Technology and Digital Wellbeing

Live online learning can be tiring. The Academy protects pupils' wellbeing by:

Measure	What we do
Screen breaks	A ten-minute movement break between consecutive live lessons, with a longer lunch and prayer break, and a shorter live day on Fridays (09:00–12:00 UK time)
Balanced tasks	Not all learning is on screen: lessons include reading, written work in exercise books, practical tasks and offline independent study
Age-appropriate live time	Years 1–2 about 1.5 hours of live sessions a day, in short sessions, and Years 3–6 about 3 hours, with the rest of the day's learning offline
The 20-20-20 habit	Pupils are taught to look at something 20 feet away for 20 seconds every 20 minutes
Posture and movement	Short stretch routines are built into form time and long lessons
Evenings	Homework is designed to minimise late-evening screen use; staff do not expect replies to messages outside the Academy day

Measure	What we do
Sleep and devices	PSHE teaches healthy habits around sleep, social media and gaming

Parents are encouraged to keep devices out of bedrooms at night and to support outdoor activity and exercise each day. The Academy's wellbeing programme includes short movement breaks that pupils complete at home safely.

6. Staff Working Remotely

- Staff complete a Display Screen Equipment and home-working self-assessment on appointment and annually, and the Academy provides reasonable equipment or adjustments where needed.
- Staff take regular breaks and are not expected to be online outside their working hours except for agreed safeguarding cover.
- Staff wellbeing is supported through line management, manageable workload expectations and access to confidential support services through the Tarbiyyah Education Trust.
- Lone working: staff working alone at home should ensure someone knows how to contact them, and report any incident affecting their safety.

7. Emergencies During Lessons

Medical emergencies involving pupils are handled under the Supporting Pupils with Medical Conditions Policy. If a member of staff becomes unwell or loses connection during a live lesson, pupils remain in the lesson for up to five minutes and then follow the Live Lesson Protocols; the Academy's cover procedure ensures another member of staff joins or ends the meeting. If a pupil's home appears unsafe (for example fire, smoke or intruders), the teacher tells the pupil to leave the room and get an adult, calls the local emergency services, and informs the DSL.

8. In-Person Events, Trips and Examinations

Where the Academy arranges an in-person event (for example a celebration, trip or examination sitting), a specific written risk assessment is completed, the venue's own health, safety, fire and first aid arrangements are confirmed in advance, adequate staff supervision is in place, and parental consent is obtained.

9. Reporting Accidents and Incidents

Incidents that happen during Academy activities, including near misses, are recorded and reviewed by the Headteacher. Reportable incidents at in-person events are reported under RIDDOR where they apply.

10. Monitoring and Review

This policy is reviewed annually by the Headteacher and reported to trustees.

Approved by: Ustadh Abu Zayn Haneef Sandhar, Headteacher · Next review due: 31 August 2027 · Tarbiyyah Global Academy · A specialist education, rooted in faith