

## Supporting Learners with Medical Conditions Policy

Tolley wishes to ensure that apprentices with medical conditions receive appropriate and reasonable care and support whilst with us in learning. Tolley is an inclusive organisation that aims to support and welcome apprentices with medical conditions, and we aim to make reasonable adjustments for those with disabilities. Tolley aims for the whole environment to be inclusive and favourable to apprentices with medical conditions and will arrange for reasonable adjustments to assist with minimising or removing disadvantages where appropriate. This includes the physical environment, as well as educational activities.

All information in relation to medical conditions of the apprentices will be kept strictly confidential.

Working alongside the lead provider partner, we will ensure all staff are aware of their duty of care to apprentices in the event of an emergency and know what to do in an emergency.

Tolley understands that certain medical conditions are serious and can be potentially life threatening, particularly if ill-managed or misunderstood, and therefore full disclosure of pertinent medical conditions is required from employers and the lead provider of their apprentices' needs.

Tolley understands the importance of medication being taken as prescribed.

A qualified First Aider is always on site during operational hours.

Apprentices participating in learning remotely via the Tolley Online programme are responsible for attending to their own medical needs.



Jonathan Scriven – Director of Tax Markets