



Agreement

Learning Curve – First Steps

Mitsubishi Electric Living Environmental Systems Division is committed to supporting our local community. We take our corporate responsibility seriously and as such request that the two parties involved in the Learning Curve – First Steps programme, namely Mitsubishi Electric (MEU) and the visiting school/organisation agree to these few terms:

Mitsubishi Electric Living Environmental Systems Division agrees to:

- Provide a safe classroom environment at its national renewable training facilities
- Carry out a risk assessment prior to the visit and provide a copy to the school
- Provide support to the qualified first-aider supplied by the school, if required
- Brief school visitors on fire evacuation procedures on arrival
- Provide a snack of fruit and squash for the children

The School agrees to:

- Visit the premises prior to the event to carry out an independent risk assessment
- Be responsible for transporting pupils to and from the Mitsubishi Electric Renewable Training Centre
- Ensure children are accompanied by correct ratio of adults to children.
- Provide a qualified child first aider for the visit
- Have a list of attendees (including staff) for fire evacuation purposes and be able to provide exact number of attendees to MEU upon arrival
- Ensure a member of staff is present with the children at all times
- Advise of any medical conditions or special needs that MEU should be aware of prior to the visit
- Advise of any allergies with regards to snack prior to the event
- Obtain photographic permission from parents, or inform MEU of any required exclusions
- Ensure a member of staff accompanies any child wishing to use the toilet facilities

