

WORK HEALTH & SAFETY POLICY

School Governance



The Cathedral School
of St Anne & St James
T O W N S V I L L E

1. PURPOSE

This Policy outlines the School's commitment to achieving the highest attainable level of work health and safety for its staff, students, visitors, contractors and volunteers throughout all areas of its activities.

2. SCOPE

This policy applies to all staff, students, visitors, contractors and volunteers within the school.

3. POLICY

The School is committed to providing a safe and healthy working environment for all staff, students, visitors, contractors and volunteers to the school. This will be achieved by adopting and promoting the provisions of the *Work Health and Safety Act 2011* and its associated Regulation, Codes and Standards with significant importance placed in the areas of hazard / risk management and injury prevention strategies.

To facilitate compliance with this Policy, the school will:

- Integrate work health and safety into the school's business strategy and planning processes.
- Emphasize that staff with management or supervisory responsibilities within the workplace demonstrate, through their actions, their commitment to work health and safety.
- Provide a clear statement and delegation of work health and safety accountabilities and responsibilities for workers within the school.
- Develop and implement safe work procedures, processes, guidelines and risk assessments in consultation with relevant school employees and identified key stakeholders.
- Implement a sound consultation process to ensure workers are included in the decision making where there is an impact on work health and safety.
- Ensure hazards, incidents, injuries and near misses are promptly reported, investigated where appropriate, and control measures implemented to eliminate or minimise the risk of recurrence.
- Provide adequate resources and a responsible financial budget for the function of work health & safety.
- Provide appropriate and targeted health and safety training and information to students and workers.
- Establish measurable objectives and targets for health and safety to ensure continuous improvement aimed at the elimination of work related illness and injury, so far as is reasonably practicable.
- Regular review of the school's work health and safety management systems and provide effective monitoring of their implementation.

The school expects that all staff, students, contractors and volunteers of the school will follow all safe work practices as prescribed under the legislation and in our schools policies and procedures, and that they will make every effort to reduce the risk of injury to themselves and others.

This Policy will be subject to regular review in response to changes and learnings in the workplace and to legislation.