



Occupational, Health and Safety Policy

Our Lady's Primary School aims to provide a safe, healthy and secure learning and working environment for all students, staff, volunteers, visitors and contractors. Measures are taken and resources made available to ensure that all aspects of the school's activities are safe and risks to health are eliminated or managed appropriately. Our Lady's Primary School ensures that it complies with the relevant Occupational, Health and Safety (OHS) Acts, Regulations, Codes of Practice and Education Department guidelines at all times.

Through the implementation of this policy, Our Lady's Primary School is committed to:

- » Providing and maintaining a safe school environment
- » Monitoring work practices and the school environment to ensure that they remain free of risk to Health and Safety
- » Providing and maintaining safe buildings and equipment
- » Providing information, training, instruction and supervision to staff, volunteers, visitors and contractors
- » Monitoring the Health and Safety of all volunteers, visitors and contractors
- » Consulting with staff, volunteers, visitors and contractors on all issues relating to Health and Safety
- » Ensuring the safe use, handling, storage and transport of equipment or substances
- » Keeping records related to Health and Safety
- » Supporting injured staff members return to work as soon as possible
- » Ensuring the Health and Safety of others (visitors, parents etc....)

Staff Members and Contractors at Our Lady's Primary School shall take all reasonable care to:

- » Take care of their own Health and Safety and that of others
- » Cooperate with Our Lady's Primary School to ensure they follow Health and Safety work procedures
- » Abide by all training, instruction and supervision provided
- » Consult with Our Lady's Primary School on issues which may affect Health and Safety
- » Take action to identify, report and control all potential hazards
- » Follow established emergency preparedness and response procedures
- » Report all incidents and injuries as soon as practical
- » Participate in rehabilitation programs to assist injured staff members return to work

Principal

Date: 07 / 02 / 2017