
ESSEX HEIGHTS PRIMARY SCHOOL **OCCUPATIONAL HEALTH & SAFETY POLICY**

Scope:

This policy applies to all employees, students, visitors, volunteers and contractors at Essex Heights Primary School and is readily accessible to all interested parties.

Essex Heights Primary School Commitment and Principles:

Essex Heights Primary School is committed to providing employees, students, contractors and visitors with a healthy and safe environment.

Essex Heights Primary School will so far as is reasonably practicable take action to improve and promote health, safety and wellbeing and prevent workplace injuries and illnesses.

The Principal has ultimate responsibility for the implementation of this policy in the school.

Essex Heights Primary School is committed to:

- preventing injury and illness occurring in the workplace;
- consulting and co-operating with employees on health, safety and wellbeing issues directly as well as through their Health and Safety Representatives (HSRs) and employee representative organisations on OHS issues affecting them;
- achieving continuous improvement through the monitoring and review of measurable targets and objectives and improvement of health and safety management systems;
- complying with all relevant health and safety legislation, Essex Heights Primary School OHS related policies and guidelines;
- ensuring that health and safety considerations are part of the Essex Heights Primary School operations; and
- allocating adequate resources to maintain healthy, safe and supportive workplaces.

Essex Heights Primary School will meet its commitment to Health & Safety by:

- providing appropriate information and training for principals/managers and employees to enable them to perform their OHS roles and responsibilities;
- allocating OHS accountabilities and responsibilities for personnel across the organisation;
- consistently applying DET OHS procedures, practices and other relevant policies in accordance with statutory requirements and accepted health and safety standards;
- reporting, recording and investigating accidents and incidents in a timely manner and acting to prevent re-occurrence;
- reducing health, safety and wellbeing risks through a documented process of hazard identification, selection, implementation and review of risk controls; and
- monitoring, reviewing and improving health, safety and wellbeing management systems.

Essex Heights Primary School employees, visitors, volunteers and contractors are required to:

- report hazards and incidents;
- participate in training;
- consult and cooperate with the OHS Health and Safety Representative on safety related matters; and
- take reasonable care of health and safety of self and others that might be affected by their actions.

Evaluation

This policy will be reviewed as part of the School Council's review cycle.

Andrew Crossett

Trevor Sharrock

Principal

School Council President