# WHS001 Work Health and Safety Policy

*References:*

* *WHS Act 2011 pt.2 div.2 s.19 (Primary duty of a ‘person conducting a business or undertaking’)*
* *AS/NZS 4801:2001 OHS Management Systems*

**Obligations**

In accordance with the Work Health and Safety Legislation 2011 this service recognises its moral and legal obligation to provide a safe and healthy working environment for educators and coordinators, relief educators and Centre visitors, (defined in the WHS Act 2011 as workers) so far as is reasonably practicable. We are also committed to providing a safe and healthy environment for those in our care, our workers and visitors so far as is reasonably practicable. We are committed to implementing and maintaining a clear, Work Health and Safety Management System that has the support of everyone in the organisation.

**Objectives**

So far as is reasonably practicable we will:

* Provide a safe and healthy workplace for all employer at this service
* Provide safe equipment
* Provide written procedures and instructions that ensure safe systems of work
* Ensure compliance with WHS legislation and current industry standards
* Provide relevant training, information, instruction, and supervision to workers, and visitors to ensure their health and safety
* Provide assistance and ongoing support to workers regarding WHS issues

**Responsibilities**

All staff are responsible and will be held accountable for implementing those aspects of the Policy for which they are responsible. Performance will be measured regularly in accordance with Centre’s policy.

**Designated ‘Officers’ and Management will:**

* Provide a Centre in a safe condition
* Be involved in developing, promoting and implementing health and safety policies and procedures
* Be involved in developing, promoting and implementing workplace hazard and risk identification and management
* Train / instruct employees in the safest method to perform their work tasks
* Provide and ensure usage of, adequate resources and information to meet our Centre’s commitment to Work Health and Safety

**Workers will:**

* Take reasonable care for their own health and safety
* Take reasonable care not to affect the health and safety of others
* Follow all procedures detailed within our Centre WHS Policy and Procedures
* Report any injury, illness, hazard or unsafe work practice to Management

**Consultation**

As per the relevant WHS legislation, we understand and are committed to work health and safety consultation with all workers.

Policy Authorised: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Proprietor/Director)

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Next Date of Review: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (12 months)