

## **SALESIAN COLLEGE CHADSTONE OCCUPATIONAL HEALTH & SAFETY POLICY**

### **Rationale**

Our policy informs staff, students, visitors and other relevant parties that OHS is an integral part of all our operations.

### **Policy**

Salesian College Chadstone is committed to providing a safe and healthy workplace for staff, students, visitors, contractors and other parties, and

### **Guidelines**

#### **All leaders and staff are committed to:**

- Following a systematic approach to OHS risk management and ensuring that our College can meet its OHS obligations, and
- Providing OHS information, instruction, training and supervision to employees and other relevant parties, and
- Consulting with employees (and their representatives), college leaders and other stakeholders on OHS issues, and
- Resolving any OHS issues by following the above approach and where relevant, the college's OHS Issue Resolution procedure.

#### **We exercise our responsibility for OHS by:**

- Maintaining, so far as is reasonably practicable, a College that is safe and without risks to physical and mental health, and
- Providing appropriate policies and procedures to ensure the College discharges its obligations under the OHS Act, and
- Providing adequate resources for implementing this policy which includes assigning responsibilities for OHS duties, and
- Providing adequate facilities for the welfare of all employees and students, and
- Providing and maintaining safe plant and systems of work, and
- Making and monitoring arrangements for the safe use, handling, storing and transport of plant and substances, and
- Providing information, instruction, training and supervision for employees and contractors enabling them to work in a safe and healthy manner, and
- Utilising OHS resources available from the CECV Industrial Relations Unit and WorkSafe Victoria.

**Employees, contractors and sub-contractors are responsible for:**

- Fulfilling their duties under OHS legislation, and
- Taking reasonable care of their own health and safety and that of others affected by their actions or omissions, and.
- Complying with the safety procedures and directions as set by College management, and
- Not wilfully interfering with or misusing items or facilities provided in the interests of health, safety and welfare of school employees and students, and
- Acting in accordance with agreed College policies and procedures, including policies and procedures for accident and incident reporting and reporting potential hazards to the Principal or his/her representative.

**Other parties are responsible for:**

- Fulfilling their duties under OHS legislation whilst in any area under the control of the College.