

# Wantirna South Primary School

## Occupational Health and Safety (OH&S) Policy

### *Rationale*

Wantirna South Primary School recognises it has a responsibility to provide and maintain a working environment that is safe and without risks to individual health and welfare. This responsibility extends to all the employees, students, parents, contractors and other visitors to school site.

### *Expectations*

Based on this rationale the expectations of this policy are to:

- Provide a safe working environment through the implementation of risk prevention and reduction strategies that are integrated into all school activities.
- Encourage a consultative, co-operation approach between employees and management on OHS issues.
- Minimise the occurrence of injury and illness in the school through systematic hazard identification, risks assessment and control.
- Maintain written records on all OH&S activities undertaken.

### *Implementation*

Consistent with these expectations this policy shall be implemented according to the following:

- Compliance with OH&S legislation and Department directives or guidelines relating to health and safety.
- Actively promote and implement agreed OH&S procedures including a Return To Work (RTW) program for employees in the event of injury or illness.
- Identify OH&S training needs of both individual staff and the team as a whole.
- Conduct and report on regular inspection of the grounds and buildings.
- Investigate accidents (including serious near misses) with a view to preventing recurrence.
- Notify School Council of reportable accidents through Principal's report. Risk management reports to be presented to Buildings and Grounds Committee and actioned as appropriate.
- Staff health and wellbeing needs to be handled case by case and general staff welfare issues to form part of overall team building.
- There will be regular monitoring and assessing of risk management practices.

### *Other Policies*

This Policy has been developed in accordance with the Department of Education's Professional Development Advisory Guide.

<http://www.education.vic.gov.au/school/teachers/profdev/Pages/default.aspx>

### *Evaluation*

This Policy will be reviewed as part of a five year cycle or as directed by School Council.

Review date: June 2022.

This Policy was ratified by School Council in June 2017.