



Occupational, Health & Safety Policy

St Thomas the Apostle 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. St Thomas the Apostle Primary School ensures that it complies with the relevant Occupational, Health & Safety (OHS) Acts, Regulations, Codes of Practice and Education Department guidelines at all times.

Through the implementation of this policy, St Thomas the Apostle Primary School is committed to:

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

Staff Members & Contractors at St Thomas the Apostle Primary School shall take all reasonable care to:

- » Take care of their own Health & Safety and that of others
- » Cooperate with St Thomas the Apostle Primary School to ensure they follow Health & Safety work procedures
- » Abide by all training, instruction and supervision provided
- » Consult with St Thomas the Apostle Primary School on issues which may affect Health & Safety
- » Take action to identify, report and control all potential hazards
- » Follow established emergency preparedness & 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 03 / 02 / 2015