

## **SECTION 6 : ADMINISTRATION**

### **6.1 WORKPLACE HEALTH AND SAFETY [WHS]**

#### **RATIONALE**

Daramalan College is committed to ensuring that it provides a safe and healthy working environment in accordance with its legal obligation (*The Work Health and Safety Act 2011*) and its commitment to the well-being of all students, staff, volunteers, contractors and visitors. This policy applies to every person who comes onto school property for any approved activity and is based on the gospel values of personal responsibility and justice.

#### **POLICY**

Daramalan College will ensure its workplace and workplace activities are safe and healthy as far as practicable for staff, students, volunteers, visitors and contractors and that it meets all statutory responsibilities as an employer.

It is the responsibility of all staff and management to ensure that they contribute to keeping the campus safe for themselves and others.

#### **APPLICATION**

1. Staff will be informed annually about their responsibilities in relation to workplace health and safety and the processes for reporting and progressing WHS issues.
2. Forms for reporting and keeping electronic records of issues are available to all staff.
3. Audits will be scheduled in a cyclical manner to ensure all areas of the college are compliant.
4. The College will continually review its procedures to ensure it remains compliant with current Workplace Health and Safety legislation.
5. The WHS Committee will report to the Principal and to the Finance, Audit and Risk Management Committee on a regular basis.

Approved November 17, 2015