



Rev. 01	Last Revision Date 28/11/2015	Reference POL-S02-PO1	Page 1 of 3
Cromwell College Policy Manual			

CROMWELL COLLEGE

WORK HEALTH, SAFETY AND ENVIRONMENT POLICY

Obligations

At Cromwell College, we place our highest priority on the health and wellbeing of our employees and other workers, residents, visitors, contractors, the community we serve and the environment. We are committed to implementing responsible management practices which ensure a risk based approach to achieving positive health, safety and environmental outcomes where we always strive to prevent any potentially adverse impacts.

The College is committed to complying with the *Work Health and Safety Act 2011*, the *Work Health and Safety Regulation 2011* and applicable Codes of Practice and Australian Standards as far as possible.

Responsibilities

Management:

Will provide and maintain as far as possible:

- Role modelling of safe work behaviours and set expectations of a workplace culture that empowers everyone to be personally responsible for health , safety and environmental outcomes;
- Communicate management expectations to all personnel and hold them accountable for their performance as applicable to this policy;
- A safe working environment and safe systems of work;
- Ensure plant, structures and substances are in safe condition;
- Provide for the welfare of employees, workers and residents;
- Identify hazards and reduce risks so far as is reasonably practicable where there is potential to cause injury or illness to people, or to adversely impact the environment or community;
- Implement and maintain a safety management system that is regularly reviewed utilising a continuous improvement model;
- Appropriately investigate all incidents for the purpose of preventing recurrence;
- Establish and review measurable annual safety performance objectives and targets for the purpose of always improving WHS outcomes;



Rev. 01	Last Revision Date 28/11/2015	Reference POL-S02-PO1	Page 2 of 3
Cromwell College Policy Manual			

- Provide forums for engaging and consulting with all employees and other worker stakeholders;
- Provide role specific health, safety and environmental responsibilities in job descriptions;
- Comply with legal obligations and meet relevant industry standards and
- Allocate sufficient resources and provide information, instruction, training and supervision that is reasonably necessary to ensure that each worker is safe from injury and risks to health

Workers:

Each worker has an obligation to:

- comply with safe work practices , with the intent of avoiding injury to themselves and others and damage to plant and equipment
- take reasonable care of the health and safety of themselves and others
- wear personal protective equipment and clothing where necessary
- comply with any direction given by management for health and safety
- not misuse or interfere with anything provided for health and safety
- report all accidents and incidents on the job immediately, no matter how trivial
- report all known or observed hazards to their supervisor or manager

Residents, Visitors and Contractors

- take reasonable care for their own health and safety
- take reasonable care that their actions do not adversely affect the health and safety of other people
- comply, as far reasonably practicable, with any reasonable instruction given by the College and
- co-operate with any reasonable policies and procedures of the College

Work, Health and Safety Programs

To implement the general provisions of this policy, a program of activities and procedures will be set up, continually updated and effectively carried out. The programs will relate to all aspects of work health and safety including:



Rev. 01	Last Revision Date 28/11/2015	Reference POL-S02-PO1	Page 3 of 3
Cromwell College Policy Manual			

- WHS training and education;
- Provision of information, training, and supervision to workers;
- Undertaking risk assessments and reporting of hazards;
- Development of safe work procedures;
- Emergency procedures and drills;
- Provision of WHS equipment services and facilities;
- Regular inspections and evaluations; and
- Reporting and recording of incidents, accidents, injuries and illnesses.

Applications of this policy

Cromwell seeks the co-operation of all workers, residents, customers and other persons and encourages suggestions for realising our health and safety objectives to create a safe working environment with a zero accident rate.

This policy applies to all business operations and functions, including those situations where workers may be required to work off-site.

Accountabilities of this Policy

The board is responsible for governance and oversight of Cromwell Colleges' commitment to managing health, safety and environmental aspects in accordance with this policy.

The Chief Executive Officer (Principal) is accountable for the implementation of effective management systems to ensure the commitments made in this policy are achieved.

Principal /CEO: Chairman of the Board:

Date:

Date: