



## *Together we care and grow*

### **Occupational Health, Safety and Welfare**

#### **Rationale**

Dignity, safety and well being of people are central to the Church's teaching. Youth and Community Learning Centre acknowledges this and recognizes that it is obligated under the Queensland Workplace Health and Safety Act 1995 to ensure the health and safety of each of its workers at work. Additionally, it is obligated to ensure other persons are not exposed to risks to their health and safety arising out of the conduct of the centre's business or undertaking.

The purpose of this policy is to assist in developing, promoting and maintaining a safe and healthy working environment, and to provide a basis on which a sound occupational health and safety management system (OHSMS) is built. Through such properly established and implemented systems, the young people, staff, contractors, and other persons with a legal right to be on the centre's premises, will comply with the requirements of the Queensland Workplace Health and Safety Act 1995.

**Definition:** Occupational health and safety management system (OHSMS).

That part of the overall management system which includes organizational structure, planning activities, responsibilities, practices, procedures, processes and resources for developing, implementing, achieving, reviewing and maintaining the OH&S policy, and so managing the risks associated with the business of the organisation. AS/NZS 4801 – 2001

#### **Values**

Care and concern for the health, safety and welfare of people using the centre's facilities.

#### **Policy Statement**

Youth and Community Learning Centre will ensure the health, safety and welfare of all employees, students, and other persons who are legally present on school premises, and develop, promote, and maintain a safe and healthy working environment in which the risk of injury or illness for persons coming on to the premises is minimised.

To achieve these aims the Youth and Community Learning Centre will develop and implement an OHSMS based on preventive risk management principles. This centre is committed to both improving safety culture and continuous improvement of health and safety programs. As part of OHSMS implementation, responsibilities and accountability of the various personnel will be clearly defined, consultative mechanisms established, measurable objectives and targets set, and adequate training provided in collaboration with the Toowoomba Catholic Education Office. The Youth and Community Learning Centre will endeavor to adequately resource OHSMS implementation through a budget allocation integrated with other management functions. Monitoring and review of OHS issues will be undertaken through an annual audit, using an electronic audit tool.

## Consequences

Compliance with all workplace health and safety statutory requirements, Queensland Codes of Practice, Advisory Standards, and relevant Australian Standards as a minimum

- Quality OHSMS implementation
- Improved OHS outcomes including a safer and healthier environment, and an improved safety culture.
- Health and safety performance data collection and analysis
- The health and safety policy being available as required to regulatory authorities suppliers, contactors customers and those visiting the school/college.
- Various moral, ethical and legal obligations met.

Date of Issue:

23 April 2009

John Colwell

Signature

Date of review:

23 April 2012

6 March 2017 (GBG)

Gerry Ley

Signature