Occupational Health & Safety

Rationale
This policy outlines the requirements and steps taken to ensure that Nagle Catholic College is a safe working environment and that the behaviour of all persons in the workplace is safe and without risks to health.

Definition
Nagle Catholic College is committed to uphold, observe and implement the requirements of the Occupational Health & Safety Act.

Procedures and Guidelines
This policy will be implemented in an ongoing basis by the College. In particular, the following areas will be monitored and developed:

- OH&S training and education
- Workplace design and standard work methods
- Changes to work methods and practice including those associated with technological change
- Safety rules
- Emergency procedures and drills
- Provision of OH&S equipment and services as required
- Workplace inspections and evaluations
- Reporting and recording of incidents, accidents, injuries and illness
- Provision of OH&S information to employees and contractors/subcontractors

The Act allows for the optional formation of an Occupational Health and Safety Workplace committee. In the event that the formation of the committee is requested, the brief will be to make recommendations to the Principal relating to the development and maintenance of this policy. Committee members will undergo appropriate training and will, if possible be formed by the following representatives:

- Principal or his appointed OH&S Officer (eg. Business Manager)
- Duly elected staff member appointed as OH&S Representative
- Property Manager or representative
- Teaching member of staff
- Other non teaching staff member

The committee may invite other staff to attend meetings as required to assist in the development of specialist areas e.g. Design & Technology. The committee will meet once per term or on a needs basis.