

Work Health & Safety (WHS) Policy

Related Policy(s) and Legislation

Staff Code of Conduct
Student Welfare Policy
Anti-discrimination Policy
CompliSpace policy suite
WHS Act 2011
WHS Regulation 2017
Education Act 1990

The NSW Work Health and Safety Act 2011 (WHS Act) places a duty of care on our school to protect the health and safety of students, staff and others in our school community. This duty is primarily to ensure the physical and psychological welfare of students and staff, and includes all our activities both at school and off-site.

As we seek to faithfully serve in God's plan to restore all things under the Lordship of Christ, we endeavour to love each other by seeking each other's good. This includes working together to protect each other's health, safety and welfare.

The mission of our school includes assisting parents in the nurture of their children. This adds a dimension to the duty of care all schools have to their students; it means that we are an extension of a parent's care for their child.

Student welfare is a key aspect of school safety, as we seek to enhance each student's wellbeing physically, emotionally and spiritually. Student welfare is achieved through various school structures, staff, programs and activities, which complement the measures under the Work Health and Safety (WHS) management framework.

Policy Statement

Covenant Christian School is committed to protecting the health and safety of the school community, and everyone who may be affected by our actions.

The school seeks to fulfil the requirements of the WHS Act, by providing as far as reasonably practical:

- A safe place of learning and community activity
- Safe learning activities, systems of work and equipment
- A consultative approach to safety
- Welfare facilities which meet the needs of students and staff
- Sufficient information, training and supervision
- A risk management approach to safety

- A psychologically safe environment in which it is clear that bullying, harassment, violence and aggression are unacceptable.

This is achieved by the implementation and maintenance of the school's WHS management framework, which includes WHS policies, risk management, training and information, consultation, injury and incident management, and review processes.

Safety Risk Management

Covenant Christian School will take a risk management approach to addressing risks to health and safety. The school will;

- identify reasonably foreseeable hazards
- eliminate risks to health and safety as far as reasonably practical, and
- if it is not reasonably practical to eliminate the risks, minimise the risks as far as reasonably practical.

When risk controls are identified, the measures will be selected in accordance with the hierarchy of risk controls. Risk assessments will be done in consultation with staff, documented, and kept under review.

Safety Responsibilities

Everyone in our school has legal and moral responsibilities for safety, which vary according to their role. Board members, the Principal and the Executive are considered 'officers' under the WHS Act and carry the primary duty of care for safety.

However, for our school to be a safe place everyone must endeavour to fulfil their responsibilities, and cooperate in continuously improving safety.

The Board are responsible for the oversight and resourcing of safety. The Board must exercise due diligence, and support the Principal in implementing and maintaining the WHS management framework.

The Principal. The Board delegates day to day management of the school to the Principal. It is the Principal's responsibility to provide safety leadership, exercise due diligence, and to ensure that the school's WHS management framework is effective, and implemented.

The Executive are responsible to support the Principal in maintaining and implementing the WHS management framework, in consultation with staff. The Executive are responsible to take a risk management approach to safety risks, and to monitor and review safety matters across the school.

The Executive will take appropriate action, both to prevent incidents, and to effectively respond to minimise harm. The Executive will oversee the provision of training and supervision, prepare for emergencies, provide leadership, and support a safety culture.

Coordinators and Supervisors are responsible to model a commitment to safety, adhere to policies and safety procedures, and oversee safety in their department. In consultation with staff, coordinators and supervisors are to identify hazards and manage risks, especially those related to programs, activities, equipment and systems of work under their authority.

All staff, contractors and volunteers have a responsibility to take reasonable care for their own safety and that of everyone else at school, or involved in school activities. They must comply with reasonable safety instructions, policies and procedures, including by providing care to students within the scope of their role. Staff will also participate in school safety, such as by completing risk assessments, addressing hazards and reporting safety incidents.

Students are responsible to cooperate with safety policies and instructions, including being careful to protect their own safety and care for others, within reasonable developmental expectations. This includes following the Student Code of Conduct.

Everyone involved in the life of Covenant Christian School including parents and visitors must take reasonable care for their own safety and comply with any reasonable instruction from staff. Everyone at school, or interacting with students or staff, are expected to speak respectfully, act responsibly, and do all they can to contribute to a safe and healthy school environment.

