Scotch College recognises that health and safety hazards can arise in the wide range of activities undertaken by our staff and students. In this policy, the School affirms its commitment to the health and safety of all staff and students in all their activities.

The School recognises its duty to provide and maintain, as far as reasonably practicable, safe and risk-free environments, equipment, supervision, systems and facilities for Scotch College staff, students, contractors and other visitors.

**SCOTCH COLLEGE IS COMMITTED TO:**

- Prioritising, developing and supporting a culture that embraces wellbeing, health and safety, and sound management of our activities;
- Maintaining up-to-date knowledge of health and safety, and complying with all OHS legislation;
- Eliminating as far as reasonably practicable work-related injury and illness, by continuously improving our OHS performance through setting and measuring objectives and targets, and undertaking an annual review of risk control plans;
- Preventing and minimising injury by involving our staff and contractors in identifying hazards, assessing risks and designing and implementing controls over workplace hazards;
- Investigating all types of incidents and implementing preventive actions;
- Providing adequate support and timely rehabilitation for injured or ill staff; and
- Providing staff with safe equipment and work systems, and regular information, instruction, training and supervision to ensure their health and safety.

**IMPLEMENTING AND MONITORING THIS POLICY**

The health and safety duties of Scotch College employees will be communicated to them, and training in procedures provided. Scotch College is committed to regular consultation with employees to ensure that the policy operates effectively, and that health and safety issues are understood, managed and regularly reviewed.

**SCOTCH COLLEGE WILL:**

- Effectively implement the health and safety policy, actively promoting, implementing and supporting OHS procedures;
- Encourage initiatives contributing to safer and improved working and activity environments;
- Make regular assessments of health and safety performance and resources; and
- Ensure specific procedures are periodically revised in a context of practical application and consistency.

**STAFF, INCLUDING CONTRACTORS AND COACHES, WILL:**

- Contribute to and participate in OHS activities, training and information;
- Work in a safe and responsible manner and comply with all safe working procedures; and
- Report all accidents, incidents, near misses and workplace hazards on the School’s online incident reporting system ‘Assurance’.

This policy will be reviewed biannually to reflect relevant legislation and the ongoing development of Scotch College. All employees will be advised in writing of agreed changes and arrangements for implementation.

**MR I TOM BATTY, PRINCIPAL**

(APRIL 2018)