

Workplace Health & Safety Policy



Policy Relevant to:	All Team Members, Educators & families
Last Reviewed:	June 2021
Next Review:	June 2023
NQF:	171
NQS	QA2: 2.1, 2.2,
National Law	51 (1) (a)

Adventure Patch is committed to maintaining a safe and healthy environment through comprehensive policies and procedures and managing risks and hazards appropriately and effectively.

Goals:

Providing a workplace that is free from risks to health and safety by implementing the highest possible standards to protect all employees, educators, children and family's health, safety, mental and social wellbeing as far as reasonably practicable.

Engagement and consultation with employees, educators and others affected by our business or undertakings to ensure hazards are identified and the risks associated with them removed or reduced to the greatest degree.

Creating a workplace environment in which employees, educators, children, families, and others affected by our business or undertakings are encouraged and supported to raise health and safety issues and help reduce and manage them.

Our Aim:

Adventure Patch serves to promote a positive health and safety culture. One which is engrained in the values, beliefs, and attitudes of the organisation. A good safety culture encourages and rewards positive contributions to health and safety and allows for strong channels of communication between employees and management.

Obligations:

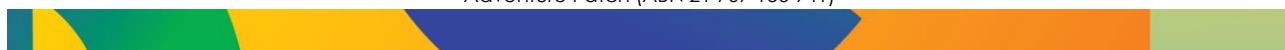
Adventure Patch is firmly committed to a policy enabling:

- Work activities to be carried out safely.
- With all possible measures taken to remove or mitigate risks to health and safety and welfare of employees, educators, our children and their families, contractors, authorised visitors, and anyone who may be affected by Adventure Patch's business or undertakings.
- We are committed to ensuring we comply with the *Workplace Health and Safety Act 2012*, *Workplace Health and Safety Regulations 2017* and relevant Australian Standards and associated legislation.

Responsibilities

Adventure Patch Management will ensure as far as reasonably practicable the health and safety of:

- All workers engaged, or caused to be engaged by us
- All workers whose activities in carrying out work are influenced or directed by us
- Other people, by ensuring they are not put at risk from work carried out as part of our business undertakings.



We will, as far as reasonably practicable:

- Provide and maintain a safe working environment free from risks to health and safety.
- Provide and maintain safe equipment, structures, and safe systems of work.
- Ensure the safe use, handling and storage of equipment, structures, and substances.
- Provide adequate facilities for the welfare of employees carrying out work.
- Provide any information, instruction, training, and supervision that is necessary to protect all employees and others from risks to their health and safety arising from work activities.
- Ensure that the health of employees, and the conditions at the workplace are monitored for the purpose of preventing illness or injury of employees and others arising from our business.
- Consult with employees all matters relating to health and safety.
- Continue to improve our performance through effective safety management and continuous improvement.

Adventure Patch Employees while at work have an obligation to:

- Take reasonable care for their health and safety.
- Take reasonable care that what they do or what they do not do, does not adversely affect the health and safety of other people.
- Comply, so far as they are reasonably able to, with direction given by management.
- Co-operate with any reasonable policy or procedure for work health or safety that has been communicated to them.
- Not misuse or interfere with anything provided for work health and safety reasons.
- Report all accidents, incidents or near misses immediately, no matter how trivial.
- Engage in consultation with management to identify, assess and control hazards and effectiveness of such controls.
- Report all known or observed hazards to their supervisor or manager in a timely manner.

Applying this policy

Adventure Patch will seek the co-operation of all employees, educators, children's families, customers, and visitors who may be affected by our business or undertakings.

We encourage and support suggestions to create a safe working environment as a result of all possible preventative measures being taken.

This policy applies to all business operations and functions, including those situations where workers are required to work off-site and also includes contractors to the business.

Sources

Work Health and Safety Act 2012 (Tas)

Work Health and Safety Regulations 2017(Tas)

Work Safe Tasmania

Safe Work Australia

Australian Children's Education & Care Quality Authority (2014)

Guide to National Quality Standard (2020)

Australian Government. Department of Education, Skills and Employment. My Time, Our Place: Framework for School Age Care

