



Wongutha CAPS

CHRISTIAN ABORIGINAL PARENT-DIRECTED SCHOOL

Workplace Health and Safety Policy (1.7.1)

The Board of Wongutha-CAPS (Wongutha CAPS) is committed to providing and maintaining a safe and healthy working environment for its employees, contractors, boarders and visitors. This will be achieved by applying pro-active risk management strategies to prevent injury or harm to health, and will not be limited to compliance with statutory requirements. Workplace Health and Safety is a key element on Wongutha CAPS operations, and as such it will be considered alongside corporate objectives and other operational factors.

The Board Director has overall responsibility for establishing, implementing and reviewing the effectiveness of Wongutha CAPS Workplace Health and Safety Policy. Senior Management will provide effective information, instruction, training and supervision to all Wongutha CAPS employees. Employees and contractors shall take reasonable care to ensure their own safety and health at work, and avoid adversely affecting the safety and health of other persons.

Commitment, consultation and communication are the principles Wongutha CAPS will maintain when managing Workplace Health and Safety:

- Commitment from senior management to Workplace Health and Safety management
- Consultation with employees when determining changes to their working environment
- Communication of Workplace Health and Safety developments to all employees

To ensure this policy is effectively applied, Managers will monitor employee and contractor activities. Workplace Health and Safety will form part of the performance review process, and periodic audits will be conducted.

As corporate objectives and statutory requirements change over time, the Wongutha CAPS will periodically review the Workplace Health and Safety Management System to ensure its appropriateness to the needs of its operations.

By jointly focusing on Workplace Health and Safety, managers and employees will be able to create and maintain a workplace environment in which personal and corporate goals can be achieved.

CAPS Authorized Representative

Date