

Year Adopted: 2009

Policy No.: 2009 / 08

POLICY AREA

WORKPLACE HEALTH AND SAFETY

PREAMBLE

The purpose of the Workplace Health and Safety Act (1995) is to create a statutory scheme to ensure workplace health and safety, by the avoidance of injury and disease. The Act applies to those persons present at the workplace whose health and safety may be affected by workplace activities. This includes those who are not employees including students, volunteers, parents and other visitors such as tradespersons.

RATIONALE

Our Catholic faith is guided by the message of the gospels. Our culture has always been one that shows a deep care and concern for each other. *“Love your neighbour”* was the challenge Jesus gave us, so we should do our best not to hurt our neighbour. As a Church we are required to formulate policies which enable these principles to be put into practice.

VALUES

Care: We care for each other by not causing harm.
Love: We should love our neighbour by protecting them from injury or disease.
Justice: Our workplaces should not create inequality in the provision of adequate working conditions and amenities.
Hope: We strive to make our workplaces safe, healthy and secure to provide positive examples of Jesus' message of hope expressed through action.

POLICY STATEMENT

The Catholic Diocese of Rockhampton is committed to providing a safe and healthy working and learning environment for employees and non-employees.

IMPLEMENTATION ISSUES

1. Workplaces will be properly maintained to ensure health and safety.
2. Safe systems of work will be developed.
3. Safe equipment and machinery will be used.
4. Information, instruction, training and supervision for health and safety will be provided.
5. Instruction in the safe use, handling, storage and transport of hazardous substances will be given.

6. Adequate amenities for the health and safety of all who use Diocesan facilities will be provided.
7. Protective clothing and equipment will be provided.
8. Consultation with employees may occur through Health and Safety Committees and / or Health and Safety Representatives or other suitable arrangements depending on the size and nature of the agency.
9. Diocesan Health and Safety management policies and procedures will be developed in cooperation with the Diocesan Occupational Health and Safety Coordinator.
10. Each school with 30 or more employees will appoint a trained Health and Safety Officer. The Diocesan Health and Safety Coordinator will give advice and support to these officers as well as ensure the Diocese is fulfilling its obligations.
11. The Workplace Health and Safety Management System will be reviewed at the school level, Diocesan level and by the Division of Workplace Health and Safety.
12. Schools will provide appropriate educational programs and support concerning health issues and individuals due of care to themselves and others. Timely responses will be developed to emerging health issues.
13. Supportive and inclusive practices will be adopted towards those experiencing illness, disease or infection.
14. Opportunities will be provided for employees to participate in occupational rehabilitation programs in order to resume their normal place in the workplace following injury or illness.

REFLECTION MATERIAL

Workplace Health and Safety Act (Qld) 1995

WorkCover Queensland Act 1997

Workers' Compensation Rehabilitation Manual DEVITIR

The Australian Episcopal Conference – A Message Concerning Aids, 24 March 1987

Department of Health Anti Smoking Material

Sun Smart Policy Guidelines for Schools – Queensland Cancer Fund

Education Queensland – Sun Safety Policy and Guidelines

Sun Safety at Work. Policy Guidelines – Queensland Cancer Fund

<i>Replaces Policy No.:</i>	<i>2004/03 Occupational Health and Safety</i>
<i>Approved by Diocesan Education Council:</i>	<i>13 November 2009</i>
<i>To be Reviewed:</i>	<i>2014</i>