



# Workers' Health & Safety Policy (CHS 21)

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## Policy Rationale

Cooks Hill Preschool aims to reduce the;

- Number of hazards in our service environment
- Consequences of risks present in our service environment
- Number of accidents, injuries and reportable incidents

## Strategies, Practices and Procedures

- Cooks Hill Preschool WHS Policy applies to all persons employed and/or contracted by our service (that is, full time, part time, and/or casually), as well as to other persons within our workplace.
- Our WHS management system takes into consideration the requirements of current and relevant legislation.
- Cooks Hill Preschool applies due diligence at all times to maintain a safe and healthy service environment and thereby protect all those involved in the service from any potentially adverse health and safety effects.
- This policy is discussed with staff at their orientation, and they are issued with a copy. Staff are encouraged to identify and report hazards, and to identify unsafe workplace practices.
- We consult with, and involve, all employees in implementing our risk management approach to WHS.

- Cooks Hill Preschool provides a safe and healthy service environment through;
  - the development of risk assessments
  - utilising the risk matrix
  - record keeping
  - provision of first aid
  - emergency procedures
  - reporting of accidents, incidents, hazards and near misses
  - reviewing these processes annually

#### References

- Lady Gowrie Sample OHS Policy.

#### Links to other Policies

- Incident, Injury, Trauma & Illness Policy (CHS 8)
- Risk Management Policy (CHS 13)
- Staff Guidelines (SA 1)

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**Policy Adopted :** \_\_JULY 2013\_\_