



WESLEY COLLEGE TRUST BOARD

## HEALTH AND SAFETY POLICY

### RATIONALE

Wesley College is committed to providing a healthy and safe environment for its employees, students and visitors to the school.

### PURPOSE

The purpose of this policy is to provide guidelines for the implementation of the Health and Safety in Employment Act 1992.

### POLICY GUIDELINES

1. Wesley College will operate under the requirements of the Health and Safety in Employment Act 1992, so that all employees, boarders, visitors, clients, members of the public remain safe as a result of either their work or from being on site. The College is committed to providing a healthy and safe workplace.
2. Health and safety is a joint responsibility and all are required to share in this commitment. All employees, boarders and contractors are expected to take the initiative in anticipating, preventing and correcting conditions and practices that may cause harm to themselves or others.
3. The College will note all hazards in the Hazard Register and eliminate, isolate or minimise the risk of harm that may result from the hazard.
4. An accident that involves staff, students or visitors to the site must be reported to the Matron during term time or to the Administration Manager if it occurs during the holidays.
5. Details of the accident will be entered in the Accident Register.
6. The Administration Manager will report on the implementation of this policy to the April Trust Board meeting each year.

Adopted by the Wesley College Trust Board on 31 October 2008.

This policy will be reviewed on or before the October 2011 Trust Board meeting.

*J Murray*  
Chairperson

30/10/08

Date