

Health and Safety Policy

Policy Owner	College Director and Principal
Contact Officer:	Chief Warden
Policy Number:	QHRPO002
Approved by:	Senior Management Group
Date Approved:	March 2010
Last Reviewed:	June 2015
Related Documents:	Curtin University Health and Safety Policy Curtin College Health & Safety Guidelines Incident Management Procedures and Contacts

1. Overview

- 1.1. Curtin College, with the support of Curtin University, is committed to providing a healthy and safe workplace, eliminating or minimising any conditions or hazards that could result in work-related injury or ill health. Curtin College will do all that is reasonably practicable to ensure healthy and safe working practices including ongoing awareness raising, active reporting of hazards and incidents, continuous learning from experience and consultative decision making processes in managing risks.
- 1.2. This policy has been developed in accordance with requirements of the Western Australian Occupational Safety and Health Act (1984), its associated regulations (1996) and Model Work Health and Safety (Harmonisation) laws introduced in 2012. This policy meets the standards set out in the Navitas Work Health and Safety requirements.

2. Organisational Scope

- 2.1. This policy applies to all staff, students, contractors and visitors of Curtin College whilst in the grounds of Curtin College and all staff whilst carrying out required duties in other locations. This policy covers travel between work sites but does not cover normal commuting between home and the work site.

3. Policy Principles

- 3.1. Curtin College will work towards its health and safety goals through planning and undertaking positive action to prevent and minimise the potential for injury and harm to health at work.
- 3.2. Curtin College will review and improve its health and safety performance by review of quarterly health and safety reports and an annual health and safety plan.
- 3.3. Curtin College will communicate and cooperate with staff on health and safety matters concerning them to create appropriate and practical solutions..
- 3.4. Curtin College's health and safety performance is dependent on the commitment of all employees to actively participate and strive to achieve a safe and healthy working environment.

3.5 Accountability

- 3.5. Curtin College's Senior Management Group is delegated primary legal responsibility for the College's overall health and safety performance. This includes providing leadership, direction, resources and support, to ensure that in consultation with employees, the workplace is safe and work related risks to health are minimised.
- 3.6. Curtin College will work closely with, and take direction from, Curtin University to ensure the College's health and safety framework is in harmony with the umbrella framework provided by Curtin University.

Curtin College acknowledges use of Curtin University Health and Safety Policy in the development of this policy.

Version:	Last changes:
V2.1	<ul style="list-style-type: none"> • Removed section 4 (procedures) and transferred to guidelines document