

WORKPLACE HEALTH & SAFETY

Settlers Farm OSHC is committed to providing safe and healthy workplaces and to eliminating conditions and incidents that could result in personal injury or ill health to educators, children, families or visitors. We are committed to consulting with educators on WHS Injury Management issues, enabling each educator to contribute to decisions that may affect their health, safety and welfare at work.

Procedure:

- Information about the Workplace Health & Safety Act, Regulations, and Codes of practice, guidelines and the departmental WH&S Manual are held at the service, or on the school site, and will be made available to educators, management committee members and parents/caregivers.
- Employee and employer obligations regarding WH&S are discussed with new educators and committee members as part of their induction. They are included in educator and committee handbooks. Refresher courses are conducted as required.
- Educators are encouraged to report incidents which lead to high stress levels to the Director. Positive steps will be taken to understand and minimise stress suffered by individual educators.
- Educators, parents/caregivers and children will have access to current information provided by relevant government authorities on how to minimise health and safety risks to educators and children.
- Visitors to the site must sign in and observe the service’s WH&S obligations.
- Staff must use the appropriate method to report hazards, accidents, injuries and near misses (*see appendix 33*).

NATIONAL QUALITY STANDARD

QUALITY AREA 2: CHILDREN’S HEALTH AND SAFETY		
2.1	Health	Each child’s health and physical activity is supported and promoted.
2.1.1	Wellbeing and comfort	Each child’s wellbeing and comfort is provided for, including appropriate opportunities to meet each child’s needs for sleep, rest and relaxation.
2.1.2	Health practices and procedures	Effective illness and injury management and hygiene practices are promoted and implemented.
2.1.3	Healthy Lifestyles	Healthy eating and physical activity are promoted and appropriate for each child.
2.2	Safety	Each child is protected.
2.2.1	Supervision	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2.2	Incident and emergency management	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced and implemented.



2.2.3	Child Protection	Management, educators and staff are aware of their roles and responsibilities to identify and respond to every child at risk of abuse or neglect.
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EDUCATION AND CARE SERVICES NATIONAL REGULATIONS

168	Policies and procedures are required in relation to health and safety
171	Policies and procedures to be kept available
182	Tobacco, drug and alcohol-free environment

Policy reviewed	Previous modifications	Next review date
26/10/2021	RENAME: WORKPLACE HEALTH AND SAFETY	2022