

# HEALTH AND SAFETY POLICY

## Policy Statement:

Central Kids is firmly committed to providing a safe and healthy work environment for employees, contractors and visitors; to continually improve systems, practices and appropriate resources to achieve this. A safe and healthy work environment is achieved through cooperation, participation and compliance of every employee with procedures, relevant work standards and practices. Health and safety is a matter of prime importance to us.

## Purpose:

To set out Central Kids commitment to a safe and healthy work environment and to outline responsibilities for pro-actively managing risks and preventing accidents and injury.

## Policy:

Management and employees to identify all contributing factors and where

actions for corrective action

early reporting of any pain or discomfort

rehabilitation plans that ensure a safe, early and durable return to work

identify new hazards and taking reasonably practicable steps to eliminate or control any hazards

employees are made aware of the hazards in their work areas and are adequately trained to carry out their duties in a safe manner

consultation and participation in all health and safety matters

appoint health and safety representatives and health and safety committee

employees and subcontractors are actively managing health and safety for themselves

Head teacher/centre manager/person responsible is accountable for the health and safety of employees working under their direction.

Every employee is expected to help maintain a safe and healthy workplace by

following all safe work policies, procedures, rules and instructions

properly using all equipment and any protective clothing provided

reporting early, any pain or discomfort

taking an active role in the organisation's treatment and rehabilitation plan, for their early and durable return to work

reporting all accidents, injuries, near miss incidents and hazards to the appropriate person

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