

Safety Policy

1 Description

Australian Lutheran College (ALC) is committed to fully implementing the ALC safety management system and all its procedural, monitoring and reporting requirements.

2 Purpose

ALC is committed to the following objectives:

- ensuring that employees, students, volunteers, contractors and other visitors are safe from injury and risks to health while on the College premises or involved in College activities
- complying with all legal requirements in work health, safety and rehabilitation
- a continual measurable improvement in work health and safety performance
- adoption of a systematic risk management approach
- equitable claims management and effective rehabilitation and early return to work.

3 Scope

In order to achieve the aims of this policy, ALC requires:

- the active cooperation of all persons involved with the College in achieving the highest possible work health and safety standards
- effective consultation, communication, training and supervision
- effective monitoring and auditing of work health and safety performance
- the use of appropriate internal and external expertise
- integration with the College's vision, values, management systems and activities.

4 Policy

The Responsible Officer (Principal) shall ensure that:

- the working environment is maintained in a safe condition
- the documentation, implementation and maintenance of an effective work health and safety program is in place
- the College gives health and safety a high priority in its policy and budgetary deliberations
- employees receive adequate training, supervision and instruction
- return to work programs are initiated for those persons who are injured at work.

Employees shall:

- take reasonable care for their own and all others' health and safety
- bring to the attention of management any hazards, incidents or near misses, which may take place or be observed
- conform with the requirements of the safety management system.

ALC is committed to ensure this policy is communicated, workable, entrenched and reviewed.

5 Related documentation

ALC website

[Incident and hazard report form](#) (D1171)

ALC SharePoint

[Safety manual](#) (D844/C597)