

8.0 WRCC Workplace Health and Safety



Policy Number : 8.0	Approved by Board
Version: 11	Date: 16/1/2020

Workplace Health and Safety Policy

Western Riverina Community College Inc (WRCC). remains committed to providing a safe, healthy working environment for all workers. To this end, WRCC fulfils its responsibilities for Work Health and Safety under Workplace Health & Safety legislation through established and publicised procedures and practices and through due diligence exercised through the oversight and delegation of the Board of Management.

Further, WRCC's approach to WHS in the workplace involves the college taking a proactive, consultative approach to our employee's health and wellbeing. Additionally, the college's approach to the management of workers compensation claims and recovery are nested within the intent of this policy, and as such, the Colleges return to Work program falls within the scope of this policy.

Scope

This policy applies to all staff, volunteers, students and visitors to the College and applies to all activities carried out on the College premises, leased properties and approved activities related to course requirements.

Procedures

The Executive Officer will:

- Ensure that Staff is aware of their Work Health and Safety responsibilities (including employees, labour hire staff, volunteers, apprentices, work experience students, sole traders, subcontractors, and contractors). Through, embedded workplace practices such as staff meetings, Toolbox meetings Staff inductions, Staff handbooks, allow ongoing consultation.
- Commits to helping employees recover at work.
- The college's commitment and actions to the RTW process will be directed by and committed via plans established by the appointed RTW Coordinator.
- The College will consult regularly with respect to WHS practices and will undertake a bi-annual review of the Colleges RTW Program,
- The College commits to the requirements of the NSW Guidelines associated with RTW programs.
- Appoints an RTW Coordinator, the college appoints Advanced Rehabilitation Management Service Griffith 0269648995 (ARMS) as the RTW provider.

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Legislative context/references

- Work Health and Safety Act, 2011
- Work Health and Safety Regulation 2011
- <http://www.safework.nsw.gov.au>
- Staff Handbook Policies and Procedures, Complaints, Grievances and allegations, Access and Equity.