GOOD WHS STEWARDSHIP AT MACKILLOP POLICY STATEMENT

Statement

MacKillop Catholic College will ensure, so far as reasonably practicable, that good Work Health and Safety (WHS) stewardship practices are followed by all staff in caring for the physical environment such that the likelihood of any incidents and injuries in the workplace are reduced.

Definition

WHS stewardship refers to each staff member’s responsibility to take reasonable care of our grounds, buildings (interior and exterior), vehicles and equipment (See also Policy number 29 – Environment Policy).

Guidelines

Staff in Leadership and Head of Department roles have a key responsibility to ensure staff are suitably trained to use and maintain equipment and facilities appropriately and with care. All staff have key responsibilities to ensure:

- work areas, storage areas and staff amenities are maintained in a clean and effective manner;
- fire escapes, other means of exit and walkways are kept clear and unobstructed at all times;
- safety signs, fire extinguishers, fire blankets and fire hose reels remain unobstructed at all times;
- tasks will be completed in an area suitably configured and of a suitable size for the task or activity so as to reduce the likelihood of accident or injury;
- electrical and electronic equipment, including cordage, is fit for purpose at all times or removed from use and reported;
- equipment is fit for purpose at all times or removed from use and reported;
- students participate in maintaining clean and effective work areas. (For example: Litter Minutes); and
- students complete scheduled OnGuard Safety Training.