



## Health & Safety Policy

### Goals

This policy:

Shows the commitment of Oxford Knights College and employees to health and safety aims to remove or reduce the risks to the health, safety and welfare of all workers, contractors and visitors, and anyone else who may be affected by our business operations and aims to ensure all work activities are done safely.

### Responsibilities

Management (the supervisor and / or manager) is responsible for providing and maintaining:

- a safe working environment
- safe systems of work
- plant and substances in safe condition
- facilities for the welfare of all workers
- any information, instruction, training and supervision needed to make sure that all workers are safe from injury and risks to their health

Staffs and Students are responsible for:

- ensuring their own personal health and safety, and that of others in the workplace
- complying with any reasonable directions (such as safe work procedures, wearing personal protective equipment) given by management for health and safety

We expect visitors, parents and contractors to:

- comply to all reasonable directions and procedures to ensure one's health and safety during the visit at our premise.

Date: .....

Approved by: .....