



Anglican Diocese of Nelson

Health and Safety Policy

As a Diocese we will follow the best standards of practice in all our locations in relation to the health and safety of our lay workers, clergy and others who access and use our premises.

As a Diocese we will follow the guidelines set out in the SafeHere programme to ensure safe ministry.

In particular we will:

1. Systematically identify and control risks to health and safety in our workplace by taking all reasonably practicable steps to eliminate or minimise those risks in order to prevent injury or damage.
2. Keep up to date and comply with all laws and regulations applicable to our work place and activities.
3. Develop and implement emergency and evacuation procedures.
4. Regularly review (at least annually) our safety management system and practices to ensure they are effective.
5. Include health and safety as a regular agenda item at all governance, management and staff meetings in order to identify health and safety improvements.
6. Ensure relevant health and safety information is provided to all workers, volunteers and clergy.
7. Ensure all workers, volunteers and clergy are fit for the task and receive the training and/or supervision they need to perform their work safely.
8. Notify a manager, warden or superior of current or impending health and safety issues or suggestions on how to improve health and safety.
9. Accurately report and record all workplace incidents and injuries and take all practicable steps to prevent them from recurring.
10. Actively involve workers in health and safety matters.
11. Take personal responsibility for a safe work environment.
12. Review this policy every two years.