**[Name of Parish]:**

Work Health and Safety Policy

This policy:

* shows the commitment of the Parish Council and of all workers and volunteers in this parish to health and safety
* aims to remove or reduce risks to the health and safety of all workers, volunteers, contractors and visitors to parish premises and anyone else who may be affected by our work activities
* aims to ensure all work activities are done safely
* recognises that health and safety is most effective when a collaborative approach is used to identify and solve problems
* commits to improving work health and safety by addressing hazards and reviewing outcomes.

**The Parish Council as a Person Conducting a Business or Undertaking (PCBU) must:**

* ensure responsibilities under the *Work Health and Safety Act 2012* (SA) and *Work Health and Safety Regulations 2012* (SA) are met
* take reasonable steps to provide and maintain a safe working environment, plant and substances in a safe condition, and facilities for the welfare of all workers and volunteers
* provide ways for workers and volunteers to be informed about and involved in health and safety issues while working on parish premises
* provide information, instruction, training and supervision needed to make sure that all workers and volunteers are safe from injury and risks to their health and safety
* conduct regular inspections of parish facilities
* ensure this policy and all safe work procedures are kept up-to-date.

**Workers and volunteers must:**

* take reasonable care for their own health and safety, and ensure that their acts or omissions do not adversely affect the health and safety of others in the workplace
* follow reasonable instructions given by the Parish Council to protect their health and safety
* identify and report any workplace incidents or hazards to the Church Wardens
* not wilfully interfere with or misuse items or facilities provided.

**Visitors and contractors must:**

* not put themselves or any other person on parish premises at risk
* comply with our safety policy.

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| Policy adopted by Parish Council: | Yes |
| Signature of Parish Council Chair: |  |
| Date approved: |  |
| Review date: |  |