

## HEALTH AND SAFETY POLICY

The Point Church is committed to providing and maintaining a safe and healthy environment for all members, staff, and visitors.

The Point Church considers safety and incident prevention to be vital to the ultimate success of the organisation's operations and is an integral part of its responsibilities.

Hazards to health and safety will be removed or where this is not practicable, they will be managed so as to minimize the risk of injury, illness and exposure to other dangerous events.

Being a religious organization, The Point Church is comprised of its membership, from which staff and volunteers are employed. Therefore, while there are certain policies and procedures that apply particularly to staff and volunteers, the overarching focus of H&S at The Point Church is directed towards its membership and visitors.

The premises at which The Point Church conducts its Sunday Services are hired from Redland City Council. Therefore, much of the responsibility for providing a safe environment rests with the City Council. The Point Church will endeavour to communicate and cooperate with Council on relevant and appropriate H&S issues.

### MANUAL

The Health and Safety Manual includes the following information on how The Point Church will manage the health and safety of staff, members and visitors.

- Safe Church Policy
- Code of Conduct
- Human Resources Policy and Procedures
- Other Health and Safety Policies and Procedures

### OBJECTIVES

- Ensure that all staff, volunteers and members are aware of The Point Church commitment to health and safety, and what is required to achieve those aims throughout the organisation.
- Provide appropriate training in health and safety procedures where necessary.
- Ensure that all staff, volunteers and members comply with health and safety requirements and maintain all required documentation.

### RESPONSIBILITY

Each staff member, volunteer and member has the responsibility to:

- Follow all safe work practices, procedures, instructions and rules.
- Work in a manner which ensures the health and safety of themselves and others.
- Encourage others to work in a healthy and safe manner.
- Participate in training.
- Report or rectify any unsafe conditions that come to their attention to the deacon responsible.

The Deacon responsible

- Shall ensure that the H&S Policy is displayed prominently and that all staff, volunteers and members are aware of the policy. They will also review and update them at least every 2 years to ensure that they remain relevant and up to date.

## **SAFETY IS EVERYBODY'S RESPONSIBILITY**