

## **STATEMENT**

RDNS Your Health and Learning is committed to ensuring a position of excellence in its management of Occupational Health, Safety and Welfare issues affecting its staff and students.

RDNS Your Health and Learning has an Employee Safety and Rehabilitation Committee and a dedicated Safety Management Advisor to assist and advise management on all aspects of health and safety (attached).

## **General**

All students have the following responsibilities:

- to abide by all Occupational Health, Safety and Welfare policies and procedures as requested by RDNS Your Health and Learning;
- take reasonable care to protect the health and safety of themselves and others;
- identify and report hazards;
- not wilfully or recklessly interfere with or misuse anything provided by RDNS Your Health and Learning in the interests of health, safety or welfare;
- cooperate with health and safety directives given by staff of RDNS Your Health and Learning and;
- ensure that they are not, by the consumption of alcohol or drug; in such a state as to endanger their own health and safety at work or the health and safety of another person at work.

Emergency procedures must be followed. If the alarm sounds students must immediately leave the building by the nearest exit or as directed by a Fire Warden and then proceed to the nearest assembly area as directed.

## **Hazards and Near Miss Reporting**

It is the responsibility of both students and staff within the RDNS environment to report any hazards that may cause injury or damage. Please report these hazards to lecturers or other staff as soon as possible after identification. You may be directed to complete a Hazard Identification Form, available from the Student Administration Officer.

If you have a personal health condition that may be critical under certain conditions or at certain times, please advise either your lecturer or course coordinator or the Student Administration Officer, before you commence studying. All information will be treated as confidential and is needed so that RDNS Your Health and Learning can provide support or treatment in an emergency situation.

Smoking is not permitted in any buildings. There are designated external areas where smoking is permissible, please check with relevant staff member.

Children are not permitted in classrooms, skill laboratories, or clinical placements.

### Special Program or Area Requirements

Programs may have further specific OHS&W requirements that will be explained as part of your orientation to that program or area.

**NB This policy should be read in conjunction with RDNS OHS policies a copy of which can be obtained from The Education Centre, The Information Centre and Human Resource Department**

<b>OCCUPATIONAL HEALTH, SAFETY &amp; WELFARE POLICY</b>  <b>AQTF 1.5(a), 1.5(b), 1.5(c)</b>	Date of Origin:	June 2000
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