



Health & Safety Policy

for Keswick Camp



Keswick Christian Camp management is committed to providing and maintaining a safe and healthy working environment for its employees, visitors and all persons using the premises as a place of work.

To ensure a safe and healthy work environment, management will develop and maintain a Health and Safety Management System. Specifically management will:

- Set health and safety objectives and performance criteria for all work areas
- Annually review health and safety objectives and managers' performance
- Actively encourage the accurate and timely reporting and recording of all incidents and injuries
- Investigate all reported incidents and injuries to ensure all contributing factors are identified and, where appropriate, plans are formulated to take corrective action
- Actively encourage the early reporting of any pain or discomfort
- Support early and durable return to work, including possible alternative duties, where possible
- Identify all existing and new hazards and take all practicable steps to eliminate isolate, minimise the exposure to any hazards deemed to be significant
- Ensure that all employees are made aware of the hazards in their work area and are adequately trained to enable them to perform their duties in a safe manner
- Encourage employee consultation and participation in all matters relating to health and safety
- Promote a system of continuous improvement including the annual review of policies and procedures
- Meet our obligations under the Health and Safety Act 2015 and any relevant Standards or Guidelines

Every employee of the company is expected to share in the commitment to health and safety.

Every manager and supervisor has a responsibility for the health and safety of those employees working under their direction.

Every employee is expected to play a vital and responsible role in maintaining a safe and healthy workplace through:

- Observing all safe work procedures, rules and instructions
- The early reporting of any pain or discomfort
- Taking an active role in Keswick Christian Camp's treatment and rehabilitation plan, to ensure "an early and durable return to work"
- Ensuring that all incidents, injuries and hazards are reported to the appropriate person
- Health and safety committees

We are committed to our own Safety Committee. The Committee will include senior management, staff representatives and other nominated representatives. The committee are responsible for the implementation, monitoring, review and planning of the health and safety policies, systems and practices.

Terry Hammond
CEO

Date