



## **Diocese of Waikato and Taranaki**

### **Health and Safety Policy**

As a Diocese we will follow the best standards of practice in all our locations, including all parishes and ministry units, in relation to the health and safety of our lay workers, clergy, volunteers and visitors, and others who access and use our premises. It is our Christian obligation to care for all the peoples we encounter and tend to their wellbeing.

As a Diocese we will follow the principles 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.
13. Make appropriate resources available to achieve the conditions of this policy.

**Approved by Standing Committee 20 June 2016**



**The *Anglican* Church**

in Aotearoa, New Zealand and Polynesia

Te Hāhi Mihinare ki Aotearoa, ki Niu Tirenī, ki Ngā Moutere o te Moana Nui a Kiwa