



# SOUTHERN TURNERS

**TITLE:**

**Health and Safety Policy**

**POLICY NUMBER:**

**HS 1**

**VERSION:**

**1.2**

	<b>Signature</b>	<b>Date</b>
<b>Endorsed by Committee</b>		
<b>President</b>		
<b>Issued</b>		June 2013
<b>Next Review</b>		June 2020
<b>Responsible Officer</b>		Committee
<b>Review History</b>		Nil

# SOUTHERN TURNERS INC

## OVERVIEW

### 1 Issue

To provide a statement of intent to have Southern Turner's venues safe and free from injury and disease, and consistent with Work Health Safety legislation.

### 2 Consultation

Club members are invited to comment on this policy at any time and are requested to be actively involved in all formal reviews.

### 3 Policy Inclusions

- See Policy Objectives section

### 4 Responsibilities

#### Members

- Accountable for adhering to the requirements of this policy and supporting procedures or reporting any inability to do so to the Committee at the earliest opportunity

#### Committee

- Ensuring that adequate resources are identified and provided to effectively enact this policy and supporting procedures.

The endorsed policy will be put on the Southern Turners' website ([www.southernturners.com](http://www.southernturners.com)) for member access

Questions are to be referred to the Committee in the first instance, then to the Club as a whole in the event that the issue was not adequately addressed.

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### 1. Purpose

To ensure , so far as is reasonably practicable, that via a Management Systems Approach to H&S, members are provided with a healthy and safe system of recreational wood working, in line with the organisational vision of venues being safe and free of injury and disease. This will be established by:

- Committee commitment to Health and Safety in accordance with the Club's objectives.
- Development of Risk Assessments (including likelihood and consequence) and Safe Work Practices with appropriate control measures.
- Education of members on safety requirements at Club venues (includes induction).
- Recording incidents to detect trends and facilitate remediation action plans.

### 2. Scope

This policy applies to all members in the course of their club membership.

This policy should be read in conjunction with the provisions of any Federal or State Legislation directly or indirectly which affects Work Health Safety.

### 3. References:


- Work Health and Safety Act, 2012 (**the Act**)
- Work Health and Safety Regulations, 2012
- AS/NZS 4801:2001: Occupational Health and Safety Management Systems

### 4. Definitions

The Australian Standard, AS 4801, defines an Occupational Health and Safety Management System (OHSMS) as part of the overall management system which includes organisational structure, planning activities, responsibilities, practices, procedures, processes and resources for developing, implementing, achieving, reviewing and maintaining the OHS policy, and so managing the OHS risks associated with the business of the organisation. Note: OHS has been largely replaced by Work Health Safety (WHS) (termed H&S by the Southern Turners Inc) in most current legislation.

### 5. Policy Objectives

- The Club is committed to providing and undertaking such measures as to minimise risks (through safe venue environments, systems of work, plant and substances) of injury/ill

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health to members and others while at a Club venue and demonstrates a systematic approach to planning and implementation of Health and Safety consistent with the Act and associated Regulations.

- Effective processes and procedures for consultation

The Club recognises

- The requirement for continuous review and improvement
- The requirement for review of supporting Risk Assessments and Safe Work Procedures
- The commitment that adequate resources and appropriate internal / external expertise will be made available when required.
- Other relevant supporting policies and procedures that support the H&S systems.
- A commitment to communicating relevant information to all members in an appropriate manner.
- The duty of care it owes to all persons in the Club venue including contractors, volunteers, visitors and the general community as far as is reasonably practicable.
- The requirement for an effective hazard management approach to H&S, which encompasses the identification, assessment and control of hazards.
- This policy will be reviewed regularly and updated as required to ensure continued suitability and effectiveness.

### Responsibilities

- The Committee is accountable for checking that adequate resources are identified and provided to enact this policy and supporting policies and procedures effectively.
- The Committee is responsible for bringing this policy, risk assessments and safe work procedures to the attention of affected members and confirm through their supervisory activities that the policies and procedures are adhered to.
- The Committee is accountable for checking that members have had appropriate training to undertake the activities identified within this policy, risk assessments and safe work procedures.
- Members are accountable for adhering to the requirements of this policy, risk assessments and safe work procedures, or report any inability to do so to the Committee at the earliest opportunity.
- Further specific accountabilities will be outlined within supporting risk assessments and safe work procedures as appropriate.

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### Review

This HSW Policy shall be reviewed by the Club as a minimum within three (3) years of issued date, (or on significant change to legislation or aspects included in this policy that could affect the Health and Safety of members).

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**Risk Assessments - initial list**

Electric Power Tools, including lathes, drill presses, grinders, battery powered tools, band saws etc (tagging and testing)

Manual Handling

Hazardous Materials, including sealers, polishes, dyes etc (MSDS)

Standard Gouges and Chisels

Specialist Gouges and equipment (deep hollowing and bowl saving tools)

Visitors/new members

Demonstrations

**Safe Work Procedures**

Club lathes

School lathes

Grinder

Band saw

PPE

Bowl Saver