

Work Health and Safety Policy of Marcoola Surf Club

1. Purpose

- 1.1 The Marcoola Surf Club (the Club) is committed to providing and maintaining a safe and healthy workplace for all workers (including contractors and volunteers) as well as members, guests, visitors and other members of the public.
- 1.2 The Club is committed to ensuring that hazards and risks to health and safety will be eliminated or minimised, as far as is reasonably practicable.
- 1.3 The Club is committed to complying with the *Work Health and Safety Act 2011* (Qld), the *Work Health and Safety Regulation 2011* (Qld), codes of practice and other safety guidance material.

2. Scope

- 2.1 This Policy applies to all staff, management, directors and contractors of the Club.
- 2.2 This policy will be made available via <https://www.marcoolasurfclub.com.au/staff-portal/>.

3. Responsibilities for Work Health and Safety

- 3.1 The responsibility for managing health and safety ultimately rests with directors and management of the Club. Employees also have important responsibilities for health and safety in the workplace.

3.2 The Club's Responsibilities

3.3 Management and Directors of the Club will:

- (a) Ensure the Club complies with all legislation relating to health and safety;
- (b) Eliminate or minimise all workplace hazards and risks, as far as is reasonably practicable;
- (c) Provide information, instruction and training to enable all workers to work safely;
- (d) Supervise workers to ensure work activities are performed safely;
- (e) Consult with and involve workers on matters relating to health, safety and wellbeing;
- (f) Provide appropriate safety equipment and personal protective equipment; and
- (g) Provide a suitable injury management and return to work program.

3.4 Workers Responsibilities

3.5 Workers of the Club will:


- (a) Take reasonable care for their own health and safety;
- (b) Follow safe work procedures, policies, instructions and rules;
- (c) Participate in safety training;
- (d) Report health and safety hazards;

- (e) Report all injuries and incidents; and
- (f) Use equipment safely and in the correct manner;
- (g) Use safety equipment and personal protective equipment as instructed.

4. Goal for Work Health and Safety

- 4.1 The Club's goal is to provide a safe and healthy work environment that is free from workplace injury and illness. This will only be achieved through the participation, co-operation and commitment of everyone in the workplace.

5. Reporting Safety Issues or Concerns about Work Health and Safety

- 5.1 The Club maintains a record of all reported work-related illnesses or injuries. All accidents, injuries and potential safety hazards must be reported immediately to your supervisor or manager and recorded on the Incident Report/Notification Form.
- 5.2 If a worker has concerns in relation to their health and safety or that of another worker, they are encouraged to inform their supervisor or manager.
- 5.3 The Club will not unfairly treat any person because they make a complaint or provides information in relation to a health and safety matter in the workplace. 

6. Breaches of this Policy

- 6.1 Any breaches of this Policy by staff, management, directors or contractors will be treated seriously and the Club may take disciplinary action as a result of such breach.

Last reviewed: Jun 2022