

Policy Statement

Diocese of Ballarat Catholic Education Limited (**DOBCEL**) is committed to ensuring the health, safety and welfare of its staff and any other people who may be affected by DOBCEL's operations. In securing workplace health and safety, DOBCEL aims to achieve best practice in Occupational Health and Safety (**OHS**), to fulfil its statutory duties with regard to OHS at all times, and to ensure that everyone goes home safely at the end of each day.

DOBCEL aims to meet this commitment by focusing on ensuring continuous improvement in health and safety performance, as well as ensuring that staff have ownership of and responsibility for safety matters. It aims to:

- provide an environment that is safe for all DOBCEL staff, students, volunteers, contractors and visitors;
- promote the development and maintenance of safe work behaviours and systems of work;
- ensure compliance with legislative requirements;
- provide information, instruction, training and supervision to staff to ensure safety in the workplace;
- provide appropriate financial and personnel resources to ensure health and safety; and
- provide support and assistance to all DOBCEL schools, staff, students, volunteers, contractors and visitors.

Where necessary, external consultants will be engaged to ensure that workplace health and safety is appropriately managed.

Health and safety is the responsibility of all people in the workplace and DOBCEL seeks the co-operation of all involved.

Context

This policy ensures that everyone in the workplace understands our expectations regarding health and safety and their role in contributing to a safe workplace.

Scope

This policy applies to all DOBCEL Directors, committee members, staff, students, volunteers, contractors and visitors.

Legislative Context

- [Occupational Health and Safety Act 2004](#)
- [Occupational Health and Safety Regulations 2017](#)
- [Workplace Injury Rehabilitation and Compensation Act 2013](#)
- [Fair Work Act 2009](#)
- [Equal Opportunity Act 2010](#)
- [Workplace Injury Rehabilitation and Compensation \(WRIC\) Act 2013](#)

Definitions specific to this policy

TERM	DEFINITION
Consultation	Providing employees with a bona fide opportunity to influence decisions made by DOBCEL Leadership. While consultation is not joint decision-making, it does allow for decisions to be more informed.
Occupational Health and Safety (OHS)	is the management of risks to health and safety in the workplace. This includes the health and safety of staff, visitors, contractors and students. Matters relating to safeguarding of children and young people, student wellbeing will be managed in accordance with the relevant DOBCEL policy and procedure.
OHS Act	Occupational Health and Safety Act 2004.
OHS Regulations	Occupational Health and Safety Regulations 2017
Visitors	Those that visit the school for a brief or single purpose.

Supporting Policies

Related DOBCEL Policies and Procedures

- Emergency and Critical Incident Management Policy [DOBCEL]
- Complaints Management Policy & Procedure [DOBCEL]
- Bullying Prevention (including Cyberbullying) Policy [DOBCEL]
- Bullying Prevention (including Cyberbullying) Policy [School]
- Health & Medical Management Policy [DOBCEL]
- Digital Technology Policy (students, staff, parents)
- Risk Management Policy [DOBCEL]

DOBCEL Principles of Governance

All DOBCEL policies are founded on and reflect the Principles of Governance stated in the Document: [DOBCEL Principles of Governance](#)

Approving authority	DOBCEL Board
Approval Date	November 2025
Review Date	November 2028