

Work, Health and Safety Policy

Flowers to Impress is committed to providing and maintaining a safe and healthy workplace for all workers (including contractors and volunteers) as well as clients, visitors and members of the public. Hazards and risks to health and safety will be eliminated or minimised, as far as is reasonably practicable.

The responsibility for managing health and safety ultimately rests with the person in control of the business or undertaking (PCBU), directors and management. Workers also have important responsibilities for health and safety in the workplace.

We are committed to complying with the *Work Health and Safety Act 2011*, the *Work Health and Safety Regulation 2011*, codes of practice and other safety guidance material.

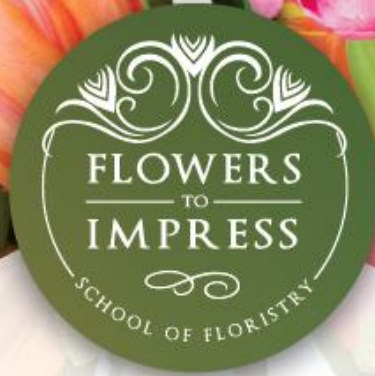
Management will:

- Ensure the business complies with all legislation relating to health and safety
- Eliminate or minimise all workplace hazards and risks as far as is reasonably practicable
- Provide information, instruction and training to enable all workers to work safely
- Supervise workers to ensure work activities are performed safely
- Consult with and involve workers on matters relating to health, safety and wellbeing
- Provide appropriate safety equipment and personal protective equipment to both staff and students
- Provide a suitable injury management and return to work program
- Supply Incident report form as required
- Ensure review of safety and maintenance of equipment and work space are carried out as necessary to ensure the safety of staff and students

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Employees will:

- Take reasonable care for their own and their students health and safety
- Follow safe work procedures, instructions and rules outlined in the Employee Handbook and Flowers to Impress Policies and Procedures
- Participate in any additional safety training
- Report health and safety hazards
- Report all injuries and incidents
- Use safety equipment and personal protective equipment as instructed
- Monitor students to ensure they are following Health and Safety requirements
- Ensure students complete a safety induction on their first day of training to be able to safely use all required equipment and be aware of the Health and Safety procedures within the work/training space
- Ensure students are aware of their responsibilities as outlined in the Student Handbook

Flowers to Impress 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.

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