



The Huntingtower School Association recognises its responsibility to provide a healthy, safe and secure environment for team members and all other users of Huntingtower Performing Arts Centre including hirers, tenants, contractors, patrons and public. Our commitment is imbedded in the schools Policies and Guidelines through our values on Diversity, Leadership, Community, Care More and Creativity.

The Association and all people working at Huntingtower Performing Arts Centre have a duty to provide a healthy, safe and secure workplace and will together ensure:

- Compliance with all legislative requirements, such as occupational health and safety laws, Regulations and standards, as well as Huntingtower Performing Arts Centre policies and procedures;
- Continuous development of the organisations Health and Safety Management System, including policies, procedures, safe work practises and safety related training;
- All team members, contractors, hirers and tenants receive and appropriate safety and emergency procedure induction;
- Ongoing monitoring of objectives and targets for health and safety aimed at reducing or eliminating work related injury and illness;
- Provision for appropriate health and safety training;
- Consultation with team members, contractors, hirers, tenants and health and safety representatives in the decision making processes impacting on workplace health and safety;
- Dissemination of health and safety information to members, hirers, contractors, patrons and public;
- Mental health and wellbeing of team members, hirers, contractors and tenants is supported and strategies aimed at promoting and maintaining a healthy environment are implemented.

Huntingtower Performing Arts Centre is committed to managing workplace risks associated with systems of work. This will be achieved by:

- Implementing risk management procedures for identification, assessment and control of workplace hazards and risks, to eliminate or minimise them so far as is reasonably practicable;
- Undertaking routine inspections of all facilities in Huntingtower Performing Arts Centre's management;
- Maintaining systems for hazards, near miss, incident and injury reporting, and ensure proactive follow up for investigation and risk control;
- Requiring that workers have systems of work and provide appropriate risk management documents relevant to their event activities, including but not limited to risk assessments, safe work method statements, notification to the Theatre Manager of any special performance conditions for certain effects and production specific information such as schedules and floor plans;
- Requiring that contractors have safe systems of work and provide appropriate risk management documents relevant to their work at Huntingtower Performing Arts Centre, including but not limited to, risk assessments, safe work method statements and health and safety plans where relevant.

Responsibilities and Reporting

It is the responsibility of Huntingtower Performing Arts Centre team members to implement this policy. Hirers and contractors must comply with their obligations and policy.

Huntingtower Performing Arts Centre aims to resolve any health and safety matters effectively and efficiently. To provide feedback or report a concern to this policy email pac@huntingtower.vic.edu.au

Huntingtower Performing Arts Centre Health and Safety Policy will be reviewed annually, although updates may be released when required to achieve continuous improvements and compliance.

This document coincides with Huntingtower School's Health and Safety Policy and Guidelines.