



**POLICY STATEMENT
MANAGING SAFETY IN OUR WORK PLACE POLICY
STAR-MITES GYM SPORTS PTY LTD**

Policy Name	Managing Safety in Our Work Place Policy
Date of Issue	November 2004
Policy Cover	All Team Athletes
Date of Review	November 2005
Controlling body	CEO-Branch Manager

STATEMENT OF COMMITMENT

A serious commitment to safety and health starts with identifying all things that could lead to injury or harm to health. To do this you need to know what hazards to look for.

1. Hazards to look for

- Physical hazards, such as falls.
- Equipment hazards, such as might arise from wear and tear or incorrect set up.
- Biological//Health., such as infectious disease, handling blood issues.
- Ergonomic hazards, such as carrying or moving heavy objects.

2. Spotting hazards

- To identify safety and health hazards. Analyse program/work activities break them.

Down into a sequence of steps so that you can more easily spot any hazards involved.

- Walk through inspection of your program set up.
- Look at the ways in which different plan/work activities may interact to cause hazard.

3. Control the risk

- Take action to control the risk you have assessed, start with those having the highest risk.
- In deciding what controls to put in place, begin by trying to remove the hazard completely, if that is not practicable make sure you have appropriate padding and crash mats in place.
- You have the responsibility for ensuring the you have the knowledge and the experience to enable you to carry out your program safely.

4. Getting advise

- You may feel you need more advise, you can get assistance form your program leader or branch manager.