

lead

Creating Healthier Workplaces

active

promote

support

value

Health, Safety & Wellbeing Statement

The Department of Education, Training and the Arts is committed to maintaining safe, healthy and supportive working, learning and cultural environments for – *our people, our students, our visitors and volunteers, our partners and contractors.*

Our ability to manage health, safety and wellbeing directly impacts on our capability to deliver world-class education and training systems and vibrant arts and cultural environments. Together with every DETA manager, I am committed to building a workplace culture where:

- all employees feel valued, safe and supported;
- all practices, processes and procedures comply with the *Workplace Health and Safety Act 1995* and *Workers' Compensation and Rehabilitation Act 2003*; and
- DETA is recognised as being a leader in this field.

Achieving this will require active and visible leadership at all levels, strong team work and consultation within our workgroups and a willingness of all employees to engage in activities that foster safe, healthy and supportive working and learning environments.

Our commitment will be met by:

- Clearly communicating the health, safety and wellbeing expectations, accountabilities and responsibilities of all our people;
- Allocating appropriate resources, including financial, human and technical to ensure the maintenance of safe, healthy and supportive environments;
- Providing and participating in information and training programs so that we understand and accept responsibility for our own personal health, safety and wellbeing and the health, safety and wellbeing of others;
- Encouraging ownership for health, safety and wellbeing of every person within DETA;
- Looking out for ourselves, fellow workers, students, visitors and volunteers to prevent injuries and illnesses from occurring in our workplaces;
- Developing, implementing and adhering to procedures, processes and planning that establish healthy, safe and supportive environments;
- Reviewing and monitoring our day to day activities, performance, policies and procedures to continually improve the health and safety of our working, learning and cultural environments;
- Providing rehabilitation and return to work programs to our people who sustain an injury;
- Providing our people with access to employee assistance programs, including confidential counselling, which support their psychological health and wellbeing; and
- Encouraging and supporting participation in health promotion programs that focus on improving the health, wellbeing and fitness of our people.

It is my expectation that we will all work together to achieve and maintain safe, healthy and supportive working and learning environments. Health, safety and wellbeing is everybody's responsibility and must be part of everything we do at work, every day.

26 February 2007

Rachel Hunter
Director General of Education, Training and the Arts

Organisational Health Contacts

Creating safe and healthy working and learning environments for staff and students

In Our School...

Workplace Health & Safety Officer (WHSO): name: _____

Nominated officer who has completed accredited training.

Workplace Health & Safety Representative (WHSR): name: _____

Elected staff representative.

Rehabilitation & Return to Work Coordinator (RRTWC): name: _____

Trained officer who coordinates an employee's return to work following an injury or illness.

In Our Region...

Senior Health & Safety Consultant: name: _____

Provides support and assistance with your school's management of health and safety.

telephone: _____

Senior Injury Management Consultant: name: _____

Provides support and guidance to Rehab and RTW Coordinators and schools in relation to workplace rehabilitation.

telephone: _____

Employee Advisor: name: _____

Provides a range of psychological health services to support employees including free short-term confidential counselling.

telephone: _____

Claims Officer: name: _____

Coordinates the leave for all employees on rehabilitation, including the lodgement of all WorkCover and QSuper paperwork.

telephone: _____

On the Web...

Visit the **Creating Healthier Workplaces** site at

www.education.qld.gov.au/health/



Queensland Government

Department of Education, Training and the Arts

Queensland the Smart State

active

wellbeing

lead

value

engage

support

wellbeing

promote

engage