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*Westgarth Primary School is a community of students, staff, friends and family working together to create a diverse, engaging and respectful learning environment.*

## Rationale

To develop and implement strategies to ensure that Westgarth Primary School (WPS) becomes a falls-safe school. This policy is part of the OH&S management system.

## Definition

A falls-safe school is one in which the physical environment is constructed/modified to be as safe as possible; the movement of people traffic and work organisation follows falls prevention principles and administrative systems provide the necessary support for the policy to be implemented.

Falls within the definition of this policy include slips, trips and falls, and specifically does NOT include falls from working at heights.

## Guidelines

**Westgarth Primary School supports and will follow these principles:**

- All people working in, attending and visiting the school are entitled to do so without fear of falling because of some preventable hazard.
- All people have the same entitlements regardless of age or ability.
- The school will provide staff with guidelines detailing acceptable falls-safe behaviour. Management and staff recognise joint responsibility for falls-safe behaviour.
- The school recognises that people with varying physical abilities have particular needs that need to be addressed.
- The school encourages staff and students to wear safe and sensible footwear.

## Actions

- All new facilities operated by the school will be designed to be as falls-safe as reasonably practicable.
- Existing facilities in the school will be progressively modified to make them as falls-safe as reasonably practicable.
- The school will comply with building regulations and requirements to ensure that new and existing buildings are as falls safe as reasonably practicable.

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- Educational programs and services provided will have guidelines which optimises their falls-safety and these guidelines will be publicised.
  - The school staff including school management will have the opportunity to undertake in-service training in relation to falls preventions.
  - The school will make available curriculum materials and will encourage falls-safety education for students.
  - The school will encourage their students to take falls prevention messages home.
  - The school will provide outside contractors with an OHS checklist, which will include falls prevention measures.
  - Contractors will be required to provide WPS with appropriate documentation which will be specified within contractual arrangements (according to maintenance schedule).
  - Identification of falls hazards will occur on a regular basis within the physical environment audit.
  - After a hazard is identified appropriate steps will be taken to minimise the risk of falls to as low as reasonably practicable.
  - The school community will be encouraged to report falls of both a serious and less serious nature and near misses to the Principal and/or Administration staff within the School office and these will be recorded on the incident register (Worksafe).
  - The school will continue to implement the footwear policy for students and school management will promote functional footwear for staff.

## Evaluation

- Any incidents reported involving falls will be followed up to identify prevention measures using the WPS investigation process (Worksafe).

## Relevant Documents

OH&S Policy

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