



RATIONALE

An inordinate number of accidents occur in schools as a result of staff members, contractors or volunteers working at heights. The number and seriousness of accidents will be significantly decreased if proper training and precautions are taken.

AIM

To eliminate workplace injuries resulting from falls from heights.

IMPLEMENTATION

- All Victorian workplaces, including schools, are required to comply with the Occupational Health & Safety (Prevention of Falls) Regulations 2003.
- Copies of the Occupational Health & Safety (Prevention of Falls) Compliance Guidelines are available at the school office for perusal.
- Only trained and authorised persons will carry out work at our school where there is danger of a fall of greater than 2 metres.
- Our school will ensure that we accept every opportunity provided by DE&T to have the maximum number of staff appropriately trained, commencing with the staff members most likely to use ladders or work at heights greater than 2 metres (eg: maintenance person or PE staff member).
- The school principal, prior to commencement, must approve all work that involves ladders or is to be carried out at school at a height greater than 2 metres.
- A risk assessment using samples contained in the Occupational Health & Safety (Prevention of Falls) Compliance Guidelines will be carried out prior to any task being undertaken where a person could fall greater than 2 metres.
- It is preferred at all times that work be carried out from the ground if at all practicable.
- It is preferred that access to heights greater than 2 metres, such as roofs, be via solid constructions such as stairways or by devices such as cherry pickers or scissor lifts used by contractors rather than ladders or by staff.
- The school will conduct a feasibility study regarding the installation of fixed walkways, platforms, stairs or handrails to difficult locations where a 2 metre fall could potentially occur that require regular or routine access eg: lighting for theatrical performances.
- Generally, all work on the school roof will be carried out by contractors rather than staff members or volunteers.
- Staff members will not be expected or directed to use ladders for any purpose or carry out any work on school roofs, including the retrieval of balls, or at heights above ground level.
- Gutter guards will be installed in all guttering so as to minimise the need to retrieve balls from roofs.
- All work carried out at a height greater than 2 metres will be done in the company of a second adult.

EVALUATION

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in June 2004