

Health Safety and Wellbeing Policy

Section 1 - Purpose and Context

(1) To deliver the best health, safety and wellbeing outcomes for all workers and students at Western Sydney University. Through the promotion of the highest practicable standard of health, safety and wellbeing and to ensure compliance with the New South Wales, [Work Health and Safety Act 2011 \(WHS Act\)](#), associated regulations, standards and codes of practice.

(2) To demonstrate the University leadership's commitment to the promotion of a positive health, safety and wellbeing culture by providing the necessary direction and support to all workers, students and visitors

Section 2 - Definitions

(3) The following definitions apply for the purposes of this policy:

- a. HSC means Health and Safety Committee
- b. HSR means Health and Safety Representative
- c. PCBU means Person Conducting a Business or Undertaking

Section 3 - Policy Statement

(4) Western Sydney University is unequivocally committed to ensuring a safe and healthy environment for staff, students, visitors, engaged contractors, members of related entities and other individuals or external organisations which may be affected by its operations. This commitment recognises that every person has the right to a safe and healthy working environment and that each individual has a prime responsibility to co-operate in the preservation and improvement of all university work health, safety and wellbeing measures.

(5) The University considers prevention of injury or ill-health to all individuals foremost in conducting its activities. Therefore, the University is not only committed to ensuring that all legislative requirements are met, but also to maintaining a position of excellence through a systematic and preventative approach in handling the workplace health, safety and wellbeing issues related to its activities.

(6) Western Sydney University, as a PCBU, will ensure, so as far as is reasonably practicable, the health, safety and wellbeing of its workers, students, contractors, visitors and others in their engagement with the University. The implementation of this policy includes:

- a. implementing a standardised health, safety and wellbeing risk management process, that enables the PCBU to ensure workplace hazards are eliminated or, where elimination is not possible, identified, assessed, controlled and reviewed;
- b. establishing preventative health and safety strategies aimed at the elimination of work-related illness and injury through the application of continuous system improvements;
- c. allocating sufficient financial and physical resources to enable the effective implementation of this policy;

- d. providing and disseminating appropriate health and safety information, instruction, training and supervision to workers, students and visitors; and
- e. implementing and maintaining a process to engage and consult with all workers, so far as reasonably practicable, in decision making where there is an impact on their health and safety while at work.

Position	Responsibilities
Vice-Chancellor and President	The Vice-Chancellor and President has overall accountability for the safety of all activities conducted by the University and will provide adequate resources to meet the aims and objectives contained in the Health Safety and Wellbeing Policy. The Vice-Chancellor and President is empowered to enforce such actions as are considered necessary to protect the occupational health and safety of employees, students, contractors and other individuals, the environment and University premises and plant. The Vice-Chancellor and President is considered an "Officer" under the WHS Act . Refer to the WHS Act and WHS Regulation for further details of the responsibilities and requirements of all "Officers" for the University.
Campus Provosts	The Campus Provosts have overall responsibility for the safety of all activities within their campus of responsibility, and are accountable to the Vice-Chancellor and President for ensuring the health and safety of the University community within each campus. Campus Provosts are considered an "Officer" under the WHS Act . Refer to the WHS Act and WHS Regulation for further details of the responsibilities and requirements of all "Officers" for the University.
Senior Executive, Deans and Directors of Research Institutes	The Senior Executive, Deans and Directors of Research Institutes have overall responsibility for ensuring the health and safety of individuals under their supervision and are accountable to the Vice-Chancellor and President. They are responsible for the development of Safety Management Plans, Action Plans and consultative mechanisms within their Division, School, or Research Institute. The Senior Executive, Deans, and Directors of Research Institutes are considered to be an "Officer" under the WHS Act . Refer to the WHS Act and WHS Regulation for further details of the responsibilities and requirements of all "Officers" for the University.
Unit Heads, Line Management, Supervisory and Academic Staff	In fulfilling their responsibility, line management, supervisory and academic staff have a duty to provide and maintain, so far as is reasonably practicable, a working environment that is safe and without risks to health. This includes the provision of resources commensurate with priorities. Academic staff are also responsible for the oversight of students and to safeguard the health, safety and well-being of students in their charge. They are responsible for ensuring that operations are undertaken in accordance with authorised procedures and that staff and students are appropriately trained in these operations and made aware of workplace health and safety requirements.
Director, Safety	The Work Health, Safety and Wellbeing Unit is responsible for providing professional advice, facilitation and consultancy to Schools and Operational Units and developing appropriate policy, strategic programs and maintaining the WHS and Wellbeing Management System. They are accountable to the Vice-President, People and Advancement through the Chief People Officer.
HSCs and HSRs	HSCs and HSRs shall be consulted in accordance with legislative requirements and function as consultation mechanisms available to a "Work Group" in making recommendations to management regarding workplace health and safety issues. The requirements, roles and responsibilities of HSCs and HSRs are detailed in the University WHS Consultation Procedures .
Employees, Students, Contractors and Others	It is the responsibility of employees, students, contractors and others to ensure this policy is carried out and to regard accident prevention and safe working as a collective and individual responsibility. Each person conducting activities in their association with the University is responsible for observing all safety rules and procedures. These will be issued as safety policies, procedure manuals and programs, as necessary.
Employees	Employees who engage contractors and third parties must meet Western Sydney University requirements and ensure that all contractors and third parties are aware of their work health safety obligations.

Section 4 - Procedures

(7) Nil.

Section 5 - Guidelines

(8) Relevant legislation and guidance material:

- a. [Work Health and Safety Act 2011 \(NSW\)](#)
- b. [Work Health and Safety Regulation 2017](#)
- c. ISO 45001:2018 Occupational health and safety management systems – Requirements with guidance for use.

Status and Details

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