

Purpose

The purpose of this policy is to guide Balmoral Highland Dancing Society Inc. (BHDS) to provide a safe and healthy work environment. This policy applies to all Members, Volunteers, Teachers, Students, Parents, Visitors, Contractors and Judges.

Outcomes

A safe and healthy workplace is provided for Members, Volunteers, Teachers, Students, Parents, Visitors, Contractors and Judges. BHDS WHS policies are an effective in guide to preventing and dealing with workplace bullying, slip trips and falls, and visitor safety.

Principles

The work health and safety (WHS) of Members, Volunteers, Teachers, Students, Parents, Visitors, Contractors, Judges and all other persons involved within or visiting BHDS is considered to be of the utmost importance. BHDS is committed to providing and maintaining, so far as is reasonably practicable, a working environment/s that is safe and without risk to health. This includes:

- the provision and maintenance of the trailer and equipment that is safe and without risks to health
- the provision of adequate facilities for the welfare of staff, volunteers and children

In order to ensure work health and safety, BHDS is required:

- to eliminate risks to health and safety, so far as is reasonably practicable, or to minimise those risks.

Consultation provides an opportunity to share relevant information and participate in meaningful discussion on work health and safety matters. The emotional health and well-being of Financial Members is crucial to the success of BHDS and its ability to deliver high quality services to dancers and the community.

Risk Management

We recognise the importance of a risk management to minimising the potential for accidents or harm to occur and use this to record our policy and procedures. In addition to general occupational health and safety risks, we proactively manage risks of abuse to our children. If the Committee deems an activity to be unsafe they are required to change or cancel that activity, any other person/s cannot over rule the BHDS WHS policy.

Consultation

Consultation is recommended for BHDS to discuss safety issues. The safety issues of all financial members are valued and taken into account.

Class WHS

BHDS deem that the teacher in charge of a class is responsible for the WHS and Risk Management of each venue. A Risk management check list is in the teachers guidelines.

Slips, Trips and Falls

Falls are significant cause of injury in the community. Members are expected to work in a manner which does not adversely affect their own health and safety or that of others while undertaking activities which may involve the possibility of slips, trips and falls.

Professional boundaries

Professional boundaries not only result in better outcomes for everybody; they help to provide safety for BHDS Members. BHDS expects its Members to be mindful of professional boundaries in areas such as:

- Sharing personal information
- Emotional responses
- Nicknames / endearments
- Tone of voice
- Gifts / favours
- Unscheduled time
- Symptomatic behaviour
- Touch
- Romantic and sexual relationships
- Secrets

Preventing and Dealing With Bullying

Bullying is repeated unreasonable behaviour directed towards a person or group of people that create a risk to health and safety. Single incidents of unreasonable behaviour may also create a risk to health and safety, including harassment and offensive behaviour. Bullying may cause the loss Financial Members, reduce productivity and morale and create legal risks. All Committee members ensure that no one engages in bullying behaviour. BHDS encourages all Members to report bullying and ensures all people who make reports, and anyone who may be involved, are not victimised.

Activity	Risk	Likelihood	How to reduce risk	Priority
Competit- ion and Exhibition	Slips trips or falls	Medium	Safety Reporting Hazard Identification	2
	Sun	High	Sun Safe Policy Providing Sunscreen Safe Dance Practices	1
	Heat/ Extreme Weather	Medium	Heat and Extreme Weather Policy	4
	Unsafe Dancing Surface	Low	Provide our own Trailer/Surface	5
	Dance/ Play Injuries	High	Safe Dance Practices Supervision	2
	Wet Dance Surfaces	Low	Safe Dance Practices Hazard Identification Change in Program	2
Club Event	Slips trips or falls	Medium	Safety Reporting Hazard Identification	2
	Sun	High	Sun Safe Policy Providing Sunscreen	1
	Heat/ Extreme Weather	Medium	Heat and Extreme Weather Policy	4
	Dance/ Play Injuries	High	Safe Dance Practices Supervision	2
	Water Hazard	Medium	Rules Supervision	4

Activity	Risk	Likelihood	How to reduce risk	Priority
Fundrais- ing Events	Slips trips or falls	Medium	Safety Reporting Hazard Identification	2
	Sun	High	Sun Safe Policy Providing Sunscreen	1
	Heat/ Extreme Weather	Medium	Heat and Extreme Weather Policy	4
	Unsafe Dancing Surface	Low	Provide our own Trailer/Surface	5
	Dance/ Play Injuries	High	Safe Dance Practices Supervision	2
	Burns and Injuries from BBQ and equipment	Low	Caution PPE	8