



Environmental, Health and Safety Policy

The Management of St Francis Methodist School recognizes environmental, health and safety (EH&S) as an integral part of its education business. We are committed to protecting the environment and providing all our staff and students, subcontractors, customers and visitors a safe and healthy workplace.

Our goal is to achieve a clean and healthy environment as well as to prevent all occupational injuries and illnesses by:

- Complying with all applicable legal and other requirements related to environment, health and safety,
- Identifying and reducing the risks of all types of work activities that have the potential to cause personal injury, illness and environmental impact, with continual improvement,
- Providing all staff with adequate resources for periodic training and supervision to improve our workplace safety and health practices,
- Involving staff in environmental, health and safety matters and consulting them on ways to recognise, evaluate and minimise and/or eradicate workplace hazards,
- Ensuring that everyone (including visitors and sub-contractors) complies with appropriate standards and workplace requirements to protect the environment as well as their own and others' health and safety,

All Academic/Division Heads, Managers and Supervisors are responsible and accountable for protecting the environment and for the health & safety of our staff and students, subcontractors and other stakeholders. Academic/Division Heads, Managers and Supervisors are responsible for ensuring compliance with all regulations, procedures and safe work practices in our workplaces at all times.

This policy shall be reviewed every 3 years, or as and when there are changes to applicable legislations & requirements, organizational activities, or when there is an unforeseen accident or dangerous occurrence.

All staff and students are expected to:

- Comply with regulatory as well as school and EH&S requirements,
- Maintain a clean and orderly workplace,
- Report all injuries and work-related incidents and accidents,
- Actively participate in EH&S improvement activities.

Mr. Charles Tong, Principal/CEO

Date: 12 May 2017