



SAFE ENVIRONMENT POLICY

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1 PURPOSE

- 1.1 To ensure that the Diocese of North West Australia (“the Diocese”) provides a safe physical environment for all people and programs.
- 1.2 To facilitate compliance with federal, state and church legislation as it relates to protecting the health and safety of all workers.

2 SCOPE

- 2.1 This policy applies to all Ministry Centres and relates to all programs and activities taking place on Diocesan property or on behalf of the Diocese.

3 POLICY STATEMENT

- 3.1 The Diocese of North West Australia is committed to the welfare of all people, particularly within its own community. To ensure the safety of all people connected to our churches, the Diocese requires all ministry centres to provide a safe environment for ministry by implementing the following procedures:
 - Safe Environment Procedure
 - Transportation Procedure
 - Food Safety Procedure
 - Special Activity Procedure
 - Incident Response Procedure
 - Emergency Response Procedure
- 3.2 At least one person on site will have completed First Aid training (e.g. Provide First Aid) within the last three years. A suitable, up-to-date, fully stocked First Aid kit will be available at every Ministry Centre. When a risk assessment identifies the need, additional First-Aid-trained people will be on site for events and activities.
- 3.3 All paid workers will be trained in manual handling.

4 RESPONSIBILITIES

Compliance, monitoring and review

4.1 Ministry centre governing groups are responsible for ensuring compliance with this policy.

Reporting

4.2 Ministry Centre compliance with this policy will be reported in their quarterly return to the Diocese.

Records management

4.3 The Registry maintains all records relevant to administering this policy using its recordkeeping system.

5 DEFINITIONS

5.1 Terms not defined in this document may be found in the Diocesan Glossary.

6 RELATED LEGISLATION AND DOCUMENTS

Road Traffic Act 1974 (WA)

Road Traffic Code 2000

Road Traffic Code Amendment Regulations 2021

Public Health Act 2016 (WA)

Work Health and Safety Act 2020 (WA)

Work Health and Safety Regulations 2020

Faithfulness in Service: a national code for personal behaviour

Safe Ministry Policy

Worker Training Procedure

Safe Environment Procedure

Transportation Procedure

Food Safety Procedure

Special Activity Procedure

Incident Response Procedure

Emergency Response Procedure

7 FEEDBACK

7.1 Church members may provide feedback about this document by emailing registrar@anglicandnwa.org.

8 APPROVAL AND REVIEW DETAILS

Certifications and Assent	Details	Signature	Date
Chair of Committees	Certified as printed in accordance with the regulation as reported		
Registrar	Certified as passed by the Synod or Diocesan Council		
Bishop	Assented		
Approval and Review	Details		
Approval Authority	Diocesan Council		
Administrator	Diocesan Registrar		
Next Review Date	19/09/2026		
Approval and Amendment History	Details		

Certifications and Assent	Details	Signature	Date
Original Approval Authority and Date	19/02/2020		
Notes	This document replaces the Safe Program Policy updated 28/04/2021 which replaced the Safe Program Policy dated 19/02/2020.		

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