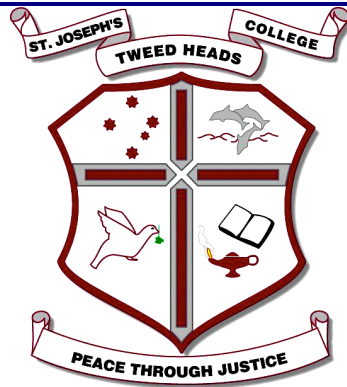


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# Lifting and Transferring of Students Policy and Guidance Material St. Joseph's College Banora Point

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## Lifting and Transferring of Students

### PURPOSE

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### PURPOSE

To comply with the model Work Health and Safety Act 2011 and the associated Regulations St. Joseph's college strives to ensure, so far as is reasonably practicable, the health and safety of its workers, students, visitors and others. Subsequently, St. Joseph's college is committed to providing a safe system of work for workers and volunteers involved in the lifting/ transferring of students, as well as ensuring, so far as is reasonably practicable, the safety of students during lifting/ transferring activities.

The primary purpose of this policy is to address the needs of students who require lifting or transferring, as a result of a sustained injury or disability.

### POLICY FRAMEWORK

Principals or their delegated nominees should:

- supervise and implement safe systems of work and promote safe working practices, as outlined in this policy, to eliminate unreasonable risk to workers, students and other persons;
- promote the maintenance of safe work practices by encouraging consultation and participation within the school/college community;
- maintain and continually seek to improve the safety of lifting/transferring practices by regular review;
- comply with relevant government legislation;
- implement a risk management approach before conducting any activities involving the lifting/transferring of any students;
- implement specific requirements regarding the lifting/transferring needs of students, eg the need for a student to wear appropriate personal protective equipment.

### POLICY CONTENT

Principals or their delegated nominees should:

- supervise and implement safe systems of work and promote safe working practices, as outlined in this policy, to eliminate unreasonable risk to workers, students and other persons;
- promote the maintenance of safe work practices by encouraging consultation and participation within the school/college community;
- maintain and continually seek to improve the safety of lifting/transferring practices by regular review;
- comply with relevant government legislation;
- implement a risk management approach before conducting any activities involving the lifting/transferring of any students;
- implement specific requirements regarding the lifting/transferring needs of students, eg the need for a student to wear appropriate personal protective equipment.



## RELATED LEGISLATION, POLICIES AND PROCEDURES

### APPENDICES available on request from the college office

- APPENDIX 1: Background Information to Risk Management
- APPENDIX 2: Risk Management Issues for lifting/transferring of students
- APPENDIX 3: Risk Identification / Assessment Checklist
- APPENDIX 4: Risk Assessment / Control Form

