ARMIDALE DISTRICT BAPTIST CHURCH
Sharing Christ's Love in Community

Work Health and Safety Policy

Approved: 12 July 2026

Armidale District Baptist Church has a primary duty of care (as a "person conducting a business or undertaking"[1]) to ensure, so far as reasonably practicable, the health and safety of:

- workers engaged; and
- workers and volunteers carrying out tasks that are influenced or directed by the church.

The church as represented by their Leaders also has responsibility, as far as is reasonably practicable, to not put other people at risk through any activities of the church.

Church Leaders must exercise due diligence to ensure that the church complies with its general obligations in current legislation[2] including consulting, notifying of workplace incidents, training and responding to information regarding incidents, hazards and risks.

Those working with the church (including volunteers) must take reasonable care for their own health and safety and reasonable care that their acts or omissions do not adversely affect the health and safety of other persons. They also must comply with reasonable instruction given by Church Leaders to comply with legislation.

Guidelines

The church will hold to the following minimum standards to ensure health, safety and welfare for workers, contractors, volunteers and all others in all of their workplaces:

1. ensure all buildings, entrances and exits are safe and all risks minimised;
2. ensure that all substances, equipment, machinery and appliances provided for use are safe and without risk when properly used;
3. ensure that systems of work and the working environment of workers and volunteers are safe and without risk, or within acceptable low levels of risk;
4. provide such information, instruction, supervision and training as may be necessary to minimise risk;
5. provide adequate welfare facilities;
6. ensure that consultation in health, safety and welfare matters takes place so as to enable the whole body of the church to contribute to decision-making processes.

[1] *Work Health and Safety Act 2011*
[2] See https://www.safework.nsw.gov.au/legal-obligations/legislation

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For information on specific Hazards or Codes of Practice (as required) see
https://www.safework.nsw.gov.au/advice-and-resources

See also

- *3.6 Procedure for Risk Management*
- *4.16 Hazard Report Form*
- *4.17 Church Safety Officer's Report to the Diaconate*
- *4.18 Risk Assessment Form*
- *4.19 Risk Management Review*
- *4.20 Safety Checklist*



We are a church where the vulnerable and young are safe

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