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Club House
The Strand
Williamstown VIC 3016
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Occupational Health and Safety (OHS) policy

Purpose

This policy affirms Williamstown Sailing Club's commitment to occupational health and safety and reflects the value the Williamstown Sailing Club (WSC) places on the health and wellbeing of all members of its community. This policy recognises the varied uses and activities conducted by the WSC and its members, both individually and in organised events.

Scope

This policy applies to all WSC members to the WSC facilities, and all activities run by the WSC at the club site as well as those activities undertaken by the WSC at other locations i.e. 'on the water.' WSC does not have any paid employees, but has many volunteers who contribute to the operations and maintenance of the club.

Members responsibilities

To assist WSC to comply with its responsibilities, members are individually responsible for helping to establish and maintain a safe and healthy club environment.

All members are expected to:

- Have a responsibility for their own safety, and of others.
- Comply with OH&S legislation.
- Support the objective of a club facility and environment safe and accident free.
- Be vigilant in identifying practices, attitudes and traditions that are likely to add risk.
- Control risks to health and safety at the WSC, thereby creating an environment in which health, safety and welfare are valued and promoted.
- Ensure that any contractors or visitors are made aware of safety procedures and of these expectations to contribute to the safety of the premises.

Committee of Management (COM) responsibilities

Under Occupational Health and Safety Laws, the COM is responsible and accountable for maintaining a safe club facility, including any equipment used in sailing activities, learn to sail programs, working bees and club operations. They must ensure that members observe safe activities around the club and provide adequate training and supervision where necessary. All relevant club equipment will be checked annually to ensure they meet safety and operational requirements.

Rules governing general health and safety

All WSC members, contractors and visitors are required to comply with the following rules:

- Any members considered to be under the influence of alcohol or drugs, where this condition may endanger the health and safety of that member or other members, will not be permitted to launch a boat.
- No rescue boats drivers or crew are allowed to operate a club boat if they are considered to be under the influence of alcohol or drugs.
- All WSC owned boats and vehicles, including rescue boats, the Cox, tractor, and small runabouts are to be driven safely and in compliance with State laws. Only persons with boat licenses are permitted to drive any WSC boats with engines. Only persons with a car license can drive the tractor.
- All hazards observed are to be reported to the Club Captain and a Flag Officer, and rectified as soon as possible.
- All accidents are to be reported in writing to the COM, and investigated and reported to the insurance company.
- In the event of any accident, emergency procedures are to be followed in seeking medical assistance, and making the area safe.
- Smoking is not permitted in the Club rooms, and only permitted on the outside deck.