

Workplace Health and Safety considerations whilst visiting Sunshine Coast Institute of TAFE (SCIT)

Sunshine Coast Institute of TAFE requires that information regarding our basic Workplace Health & Safety is available for you and your guests prior to arrival.

- SCIT is committed to observing the Workplace Health and Safety Legislative requirements. It therefore becomes an Institute responsibility to encourage all persons working, studying and visiting the Institute to support a healthy and safe work environment. The following compliance supports this culture.
 - All written and verbal instructions from staff should be followed at all times.
 - Safety clothing to be worn where required. Closed in shoes must be worn for campus tours
 - Suitably qualified and trained personnel must perform the operation of any equipment.
 - The health, safety and well being of any person must not be put at risk.
 - Sexual Harassment is any form of sexual attention that is unwelcome which causes distress. SCIT is committed to upholding the anti –discrimination legislation that deems this behaviour illegal.
 - SCIT supports government legislation, which prohibits smoking in and around all buildings except designated smoking areas.
 - The unauthorised consumption of alcohol and the use or possession of illegal drugs is prohibited at SCIT. Any incidents involving the aforementioned will be reported to the police.
 - Eating and drinking is permitted within designated areas only, eg canteen, restaurant and approved locations. Eating in classrooms or corridors is prohibited.
 - In the event of the need to evacuate the premises all staff, students and visitors must:
 - Follow all instructions given by SCIT fire wardens (denoted by a hard hat)
 - Leave what you cannot collect quickly
 - Keep together as a group
 - Never panic
 - Do not take refuge in the toilets, storerooms or rest rooms.
 - Sun smart behaviours require appropriate sun protective clothing, hats and sunscreen together with attention to maintaining appropriate hydration for outdoor activities.
- *N.B. SCIT has the right to immediately remove individuals from any activity at SCIT where individuals are:**
- Disrupting others
 - Preventing staff members from performing their duties
 - Endangering the health and safety of others
 - Interfering with Institute operations.

