

Workplace Health, Safety and Wellbeing Policy

Policy No: QD 4001

Version No: 09

Version Date: 4/09/2024





Workplace Health, Safety and Wellbeing Policy Statement

Endeavour Foundation, including our entities Community Solutions Group and BRACE, is dedicated to creating a proactive safety culture where all our workplaces are physically and psychologically safe. We are committed to promoting a safe and healthy environment and recognise that this is foundational to achieving our purpose and demonstrating our values.

Definitions

- Workplace Health and Safety (WHS): *Proactively reducing the risk of harm.*
- Workplace Wellbeing: *Creating psychologically safe workplaces.*

We believe that a common understanding of these terms is key to aligning everyone in the Organisation with the same expectation in our workplaces, supporting all those who interact with it.

We strive to

- provide an inclusive system for all employees, where the supporting documentation, training, and programs are audience-specific,
- empower all employees to actively participate in identifying hazards and mitigating risks, promoting a sense of ownership and responsibility,
- foster a culture of open communication where concerns can be raised without fear, and
- regularly review and update our safety practices to ensure they are effective and relevant to the unique environments of Endeavour, Community Solutions Group, and BRACE.

Safety in Our Client Support Environments

In settings where we provide support to clients, we know that the health, safety and wellbeing of our employees directly impacts the experience and safety of those we serve. We are committed to

- creating environments that are physically safe and emotionally supportive,
- involving clients in safety discussions and decisions to the extent possible, and
- continually evaluating and improving safety measures to ensure the highest quality care.

Our Shared Responsibility

We believe that health, safety and wellbeing is a shared responsibility across all our workplaces.

All employees, volunteers, contractors, and visitors to our workplaces are expected to adhere to our safety policies and procedures. Everyone is encouraged to make a personal choice in displaying positive behaviours when interacting with our people, clients, customers, and visitors.

David Swain
Chief Executive Officer

Version No: 09	Printed copies of this document may no longer be current unless indicated as a CONTROLLED copy. Always check electronic version for currency.	Page 1 of 2
Version Date: 4/09/2024		Review Date: 1/09/2026



Workplace Health, Safety and Wellbeing Policy Statement

Document Information

Division	Work
Portfolio	Safety & Wellbeing
Document EGM	Shannon Foley, Executive General Manager, Work
Document owner	Greg Mack, General Manager Workplace Health Safety and Wellbeing
Review period (in months)	24
Purpose (for new documents)	N/A
Rationale for change/s (legislative, review due etc)	Safety System Refresh in line with FY25, 5 Year Strategy
Action/s required	Update all displayed copies
Classification	Public

Document Amendment History

Version	Date	Section(s) amended	Summary of amendment
07	14/06/2022	All	Updated Template. Updated text “Endeavour Foundation” to “Endeavour Foundation Group”. Wording amended for change of intent and perspective of current WHS management approach. CEO signature updated – new CEO.
08	14/06/2022	Purpose Document Information Table	Updated purpose to include customers. Changed EGM and document owner name. Review period changed to 5 months.
09	04/09/2024	All	Updated template and overall refresh to align with FY25 5 Year Strategy and represent all brands. Review period changed to 24 months. Only allow ‘Statement’ page as printed option. Was ‘Work Health and Safety Policy’.

Version No: 09	Printed copies of this document may no longer be current unless indicated as a CONTROLLED copy. Always check electronic version for currency.	Page 2 of 2
Version Date: 4/09/2024		Review Date: 1/09/2026