



THE LAKES SOUTH MORANG COLLEGE ELECTRICAL SAFETY POLICY

Rationale:

- School Councils have a duty of care to provide a safe workplace for staff, students and visitors. This obligation includes the provision, regular testing and maintenance of safe electrical equipment.

Aims:

- To provide safe electrical equipment for staff, students and visitors to use.

Implementation:

- Electrical equipment, including leads and cables, will be routinely tested and tagged as required by a competent trained and qualified person to the AS/NZS 3760:2010 In-service safety inspection and testing of electrical equipment standard.
- All safety switches (Residual Current Devices) will be tested by an ‘A’ grade electrician.
- All electrical equipment, including leads and cables will be tested and tagged prior to initial use, as well as after being serviced or repaired.
- All school notebooks and staff leased notebook computers will also be tested and tagged in accordance to the Standard.
- Staff members are to be notified when tagging is to occur to ensure work based laptops are available to be tested.
- Regular testing of equipment will form part of the school’s annual inspections and servicing contracts.
- A recording system with dates and results of tests form an important component of annual testing, and will be stored in the school office for referral.
- Staff members will treat all electrical equipment including leads and cables with care.
- Staff members who notice damaged, worn or abused electrical equipment must ensure that the equipment is not used, and report the incident to the Occupational Health and Safety officer immediately.
- The school will endeavour to ensure that cables and leads are minimised, and are appropriately fixed to walls etc to minimise flexing and potential abuse.
- The school will maintain a supply of tested and tagged electrical cables, leads and power boards for use as required.
- School Council will include within its annual budget, an appropriate amount for annual testing and tagging of electrical equipment as required.
- Electrical equipment not owned by the school can only be used at the school after it has passed testing.

Evaluation:

- This policy will be reviewed by the OH&S officer as part of the school’s three-year review cycle, or sooner should changes in the Australian Standards or other relevant information dictate.

This policy was ratified by School Council on 13/08/19.

The Lakes South Morang College Child Safety Statement:

To thrive, children need a safe and supportive environment at school, at home and in the broader community; no exceptions. At The Lakes South Morang College, we believe meeting the physical and emotional needs of our students is paramount in laying the foundations for a fulfilling future. We pledge to provide an environment that has zero tolerance to child abuse and will strive to work in partnership with our parents and community members to keep our students safe every day, in every way.