

Health, Safety and Wellbeing Policy

1. PURPOSE

The purpose of this policy is to provide framework for JMC Academy to:

- ensure the health, safety and wellbeing of all its students and employees, and
- create and maintain a positive culture and a safe working environment, and
- establish effective processes to monitor, manage and improve campus safety, and
- provide available support.

2. SCOPE

This policy is applicable to all JMC Academy students and staff.

3. DEFINITIONS

Health - "State of complete physical, mental, and social wellbeing, and not merely the absence of disease or infirmity."¹

Mental Health – “Mental health is defined as a state of well-being in which every individual realizes his or her own potential, can cope with the normal stresses of life, can work productively and fruitfully, and is able to make a contribution to her or his community”.²

Wellbeing – “It is a complex combination of a person's physical, mental, emotional and social health factors. Wellbeing is strongly linked to happiness and life satisfaction”.³

Safety – “The condition of being protected from or unlikely to cause danger, risk, or injury”.⁴

For definitions not listed here please refer to *JMC Academy Glossary*.

4. POLICY

JMC Academy recognises that both mental and physical health and wellbeing are equally important and might be impacted by work or study.

It is the responsibility and commitment of JMC Academy to:

- promote a culture of positive behaviour where understanding, awareness and respect are encouraged, upheld and nurtured,
- promote and improve understanding and awareness of health, safety and wellbeing issues through training, workshops, campaigns, and access to information and various support avenues,
- promote a safe and dignified working environment free from bias and stigma,
- prevent, if possible, circumstances detrimental to student and staff's health, safety and wellbeing,
- encourage and support staff and students to declare any health or wellbeing related matters or cases of misconduct in order to enable the Academy to develop strategies and implement appropriate measures in order to make the campus a safer place. All the information provided to JMC Academy will be kept strictly confidential, and the person making such declarations be treated with dignity and respect.

¹Source: <https://www.who.int/about/mission/en/>

² Source: https://www.who.int/features/factfiles/mental_health/en/

³ Source: <https://www.betterhealth.vic.gov.au/health/healthyliving/wellbeing>

⁴ Source: <https://en.oxforddictionaries.com/definition/safety>

5. COMPLAINTS and APPEALS

Students may access the Student Complaints and Appeals Policy and its associated procedures to appeal against any decisions made under this policy.

6. POSITIONS RESPONSIBLE FOR IMPLEMENTING POLICY

- All JMC Academic Staff
- All JMC Administration Staff

7. RELATED DOCUMENTS

- Student Code of Conduct
- Discrimination, Bullying, Harassment and Sexual Misconduct Policy
- Sexual Assault Procedure
- Sexual Harassment Procedure
- Drugs and Alcohol Policy
- Critical Incidents Policy
- Critical Incidents Procedure
- Student Complaints and Appeals Policy
- Student Complaints and Appeals Procedure
- JMC Academy Glossary
- Diversity, Equity and Inclusion Policy

8. RELATED LEGISLATION

This Policy supports JMC Academy's compliance with the following legislation:

- Higher Education Support Act 2003 (Cth),
- Higher Education Standards Framework (Threshold Standards) 2015,
- Work Health and Safety Act 2011 (NSW),
- Fair Work Act 2009 (Cth),
- National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018
 - ESOS National Code 2018, Part B, Standard 6

9. POLICY REVIEW DATE

05th April, 2022

10. VERSION CONTROL TABLE

Title	<i>Health, Safety and Wellbeing Policy</i>			
Maintained By	Education Team			
Approving Authority	Governing Council			
Approved Date	05/04/2019			
Version Number	Modified By	Modifications Made	Date Modified	Status
1.0	G. Jedlinska	Compilation of pre-existing policies and guidelines	20/03/2019	Approved by the Governing Council on 05/04/2019 Current