

## Health and Safety Policy Rockit Performing Arts

### **Introduction:**

Rockit Performing Arts is committed to providing a safe and healthy environment for all staff, students, visitors, and contractors in accordance with the Work Health and Safety Act 2012 (SA) and Work Health and Safety Regulations 2012 (SA). This policy outlines our approach to managing health and safety risks in our performing arts studio.

### **1. Fire and Emergency Evacuation Procedures:**

- Emergency evacuation plans are displayed prominently throughout the premises
- Regular fire drills are conducted in line with the Fire and Emergency Services Act 2005 (SA)
- All staff are trained in evacuation procedures as per SafeWork SA guidelines

### **2. Medical Emergencies:**

- First aid kits are readily available and maintained in accordance with the Code of Practice: First Aid in the Workplace
- Designated first aid officers are appointed and trained as required by SafeWork SA

### **3. Incident Reporting and Dangerous Occurrences:**

- All incidents, injuries, and near misses must be reported using the approved Incident Report Form
- Notifiable incidents will be reported to SafeWork SA as per the Work Health and Safety Act 2012 (SA)

### **4. Fire Safety and Site Rules:**

- Fire extinguishers and equipment are regularly inspected and maintained in compliance with the Development Act 1993 (SA)
- Smoking is prohibited on the premises as per the Tobacco and E-Cigarette Products Act 1997 (SA)

### **5. Equipment Storage and Disposal:**

- All equipment is stored safely and securely when not in use
- Disposal of equipment follows the Environment Protection Act 1993 (SA) guidelines

### **6. Use of Special Effects Onstage (Venue Hire):**

- Risk assessments are conducted for all special effects used in performances
- Compliance with the Code of Practice for the Safe Use of Smoke and Fog Effects in the Entertainment Industry

### **7. Risk Assessments:**

- Regular risk assessments are conducted for all activities and areas of the studio
- Control measures are implemented based on the hierarchy of controls as per SafeWork SA guidance

### **8. Personal Protective Equipment (PPE):**

- Appropriate PPE is provided and maintained as required by the Work Health and Safety Regulations 2012 (SA)

### **9. Electrical Safety:**

- All electrical equipment is tested and tagged in accordance with AS/NZS 3760:2010

- Regular inspections are conducted by licensed electricians

**10. Security and Emergency Management:**

- A comprehensive Emergency Management Plan is in place and regularly reviewed
- Security measures are implemented to protect staff, students, and property

**11. Noise at Work Policy:**

- Noise levels are monitored and controlled in line with the SafeWork SA Managing Noise and Preventing Hearing Loss at Work Code of Practice

**12. Control of Substances Hazardous to Health Policy:**

- All hazardous substances are managed in accordance with the Work Health and Safety Regulations 2012 (SA)
- Safety Data Sheets (SDS) are maintained for all chemicals used on the premises (including but not limited to prop, set and costume creation)

**13. Use of Ladders:**

- Ladders are used and maintained in compliance with the Managing the Risk of Falls at Workplaces Code of Practice

Relevant Legislation:

- Work Health and Safety Act 2012 (SA)
- Work Health and Safety Regulations 2012 (SA)
- Fire and Emergency Services Act 2005 (SA)
- Development Act 1993 (SA)
- Tobacco and E-Cigarette Products Act 1997 (SA)
- Environment Protection Act 1993 (SA)

This policy will be reviewed annually and updated as necessary to ensure ongoing compliance with South Australian WHS legislation and best practices in the performing arts industry.