

This checklist provides a means for the board to assess its worker engagement and participation practices.

Does our school have:	Yes	No
1. A health and safety Committee?	<input type="checkbox"/>	<input type="checkbox"/>
2. One or more health and safety representatives; and workers are aware who these representatives are?	<input type="checkbox"/>	<input type="checkbox"/>
3. Health and safety representatives that are trained?	<input type="checkbox"/>	<input type="checkbox"/>
4. An agreed process for the election of health and safety representative(s)?	<input type="checkbox"/>	<input type="checkbox"/>
5. A record of the minutes of health and safety meetings?	<input type="checkbox"/>	<input type="checkbox"/>
6. Records of communications and recommendations from the health and safety committee to the board of trustees?	<input type="checkbox"/>	<input type="checkbox"/>
7. Records of communications and recommendations from the health and safety representative(s) to the board of trustees and health and safety committee?	<input type="checkbox"/>	<input type="checkbox"/>
8. A procedure to show joint worker and management responsibility for injury prevention and management?	<input type="checkbox"/>	<input type="checkbox"/>
9. Evidence that the health and safety representative(s) receive the required health and safety training?	<input type="checkbox"/>	<input type="checkbox"/>
10. Health and safety information that is readily available and communicated to all workers?	<input type="checkbox"/>	<input type="checkbox"/>

Chairperson: _____

Date: ____/____/____

Next review date: ____/____/____

Actions arising from this checklist:

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