



## Work Health and Safety (WHS/OHS) Policy

### Trilogy Gymnastics

#### 1. Purpose

Trilogy Gymnastics is committed to providing a safe and healthy environment for gymnasts, coaches, staff, volunteers, parents, and visitors. This policy outlines the club's commitment to meeting its Work Health and Safety (WHS) obligations and promoting a strong safety culture.

#### 2. Scope

This policy applies to:

All gymnasts (recreational and competitive)

Coaches, staff, and volunteers

Parents, guardians, and visitors

All training sessions, competitions, events, and club activities

#### 3. Legal Framework

The club will comply with:

Work Health and Safety (WHS) legislation applicable in the relevant Australian state or territory

Relevant Codes of Practice

Insurance and governing body requirements

Gymnastics Australia guidelines where applicable

#### 4. Commitment to Safety

The club is committed to:

Providing a safe training and working environment  
Identifying, assessing, and managing risks  
Maintaining equipment and facilities safely  
Providing appropriate training and supervision  
Consulting with staff and stakeholders on safety matters

## 5. Responsibilities

### Club Management / Owner

Ensure compliance with WHS obligations  
Provide and maintain a safe facility and equipment  
Implement risk management processes  
Ensure incidents and hazards are reported and addressed  
Maintain WHS records and documentation

### Coaches, Staff, and Volunteers

Take reasonable care for their own health and safety  
Follow club policies and safety procedures  
Use equipment safely and as instructed  
Report hazards, injuries, and incidents promptly  
Supervise athletes appropriately

### Gymnasts

Follow coach instructions and safety rules  
Use equipment appropriately  
Report hazards or injuries to a coach immediately

### Parents and Visitors

Comply with safety directions while on club premises  
Supervise children outside of class times

## 6. Risk Management

The club will:

Identify hazards associated with gymnastics activities

Assess risks and implement control measures

Review risks regularly and after incidents

Maintain a risk register where appropriate

## 7. Equipment and Facilities

All equipment will be maintained in accordance with manufacturer guidelines

Equipment inspections will be conducted regularly

Unsafe equipment will be removed from use immediately

Floors, mats, and walkways will be kept clear and safe

## 8. Training and Supervision

Coaches will hold appropriate qualifications and accreditations

Staff will be provided with WHS information and instruction

Athlete-to-coach ratios will support safe participation

Activities will be age- and skill-appropriate

## 9. Emergency Management

The club will:

Maintain emergency procedures (fire, medical, evacuation)

Ensure first aid equipment is available

Respond promptly to injuries and incidents

Contact emergency services where required

## 10. Injury and Incident Reporting

All injuries, incidents, and near misses must be reported

Injury/Incident Report Forms will be completed

Serious incidents will be escalated to management and authorities where required

## 11. Consultation and Communication

Safety concerns may be raised with coaches or management

The club will communicate safety information clearly to families and staff

Feedback on safety matters is encouraged

## 12. Non-Compliance

Failure to comply with WHS requirements may result in:

Disciplinary action

Suspension of activities

Removal from the premises if safety is compromised

## 13. Policy Review

This policy will be reviewed:

Annually

After a serious incident

When WHS legislation or operational requirements change