PSYCHOSOCIAL HEALTH AND SAFETY POLICY

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1. PURPOSE

To communicate the commitments made by Morling College (MC) to identify and assess the psychosocial hazards and risks at work. This policy will also outline the measures implemented by MC to reasonably address, manage, and control these factors to maintain a psychosocially safe and healthy workplace for all.

2. DEFINITIONS

Key Term or Acronym	Definition
Manager	The manager or supervisor that an employee directly reports to as a part of their role accountabilities.
MC	Morling College
PCBU	Person Conducting a Business or Undertaking. A person conducting a business or undertaking. In the context of MC, the Chief Operating Officer.

Psychosocial Hazard	A hazard that:
	 (i) arises from, or relates to:
	      a. the design or management of work; or
	      b. a work environment; or
	      c. plant at a workplace; or
	      d. workplace interactions or behaviors;
	 and
	 (ii) may cause psychological harm (whether or not it may also cause physical harm).

PHS	Psychosocial health and safety
Psychosocial Risk	A risk to the health or safety of a worker or other person arising from a psychosocial hazard.

3. SCOPE

This policy applies across Morling College and is applicable to all staff, students, contractors, volunteers, clients, and visitors. This policy will apply across MC's campuses as well as to work-related activities that are conducted elsewhere.

4. POLICY STATEMENT

Morling College recognises that a psychosocially healthy workplace is a key driver for the sustained wellbeing and success of our staff, students, stakeholders, and organisation.

MC accepts, and is committed to, its moral and legal responsibility to provide and maintain a psychosocially healthy and safe environment for all stakeholders as identified in the scope of this policy. In turn, MC expects all stakeholders to take reasonable care of their personal psychosocial health and safety (PHS) and that of others by adhering to all relevant policies and procedures.

5. PRINCIPLES

5.1   The commitments and expectations set out in this policy are consistent with and informed by the Christian beliefs and values of MC.

5.2   MC is committed to:

5.2.1   Eliminating or minimising risks to PHS through the implementation of regularly monitored controls, policies, and processes.

5.2.2   Creating and maintaining a positive and supportive workplace that protects all from psychosocial injury.

5.2.3   Providing staff with avenues and resources to address and support their PHS and that of others.

5.2.4   Ensuring effective and timely consultation regarding matters of PHS with staff, students, and other stakeholders. Stakeholder input is encouraged in the decision-making process. Responses will be communicated to the Board and addressed by the relevant staff.

5.3   All staff, students, contractors, volunteers, clients, and visitors are expected to:

5.3.1   Understand and comply with this policy and seek clarification from management where required.

5.3.2   Maintain a standard of conduct consistent with the MC Community Code and all other policies and procedures that are relevant to the individual (e.g., the Staff Code of Conduct for all staff).

5.3.3   Be responsible for their personal PHS and that of others, including reporting psychosocial incidents or hazards through the relevant reporting system as outlined in section 5.11. Note that failure to

cooperate and abide by PHS requirements can constitute misconduct and may be addressed in accordance with the relevant misconduct policies and procedures.

Legal Compliance

5.4   MC acknowledges its obligation to comply with the *Work Health and Safety Act 2011* (NSW), *Work Health and Safety Act 2020* (WA), *Work Health and Safety Regulation 2017* (NSW), and the *Work Health and Safety (General) Regulations 2022* (WA).

5.5   In addition, MC will endeavor to manage psychosocial hazards in the workplace according to the practical guidance present in the *Model Code of Practice: Managing Psychosocial Hazards* at Work by Safe Work Australia.

Managing Psychosocial Hazards and Risks

5.6   MC is committed to identifying existing and potential psychosocial hazards, assessing their risks, eliminating or minimising them where possible, and reviewing or amending these measures where required.

5.7   Common psychosocial hazards include, but are not limited to, the following:

5.7.1   Job demands.

5.7.2   Low job control.

5.7.3   Poor support.

5.7.4   Lack of role clarity.

5.7.5   Poor organisational change management.

5.7.6   Inadequate reward and recognition.

5.7.7   Poor organisational justice.

5.7.8   Traumatic events or material.

5.7.9   Remote or isolated work.

5.7.10   Poor physical environment.

5.7.11   Violence and aggression.

5.7.12   Bullying.

5.7.13   Harassment, including sexual harassment.

5.7.14   Conflict or poor workplace relationships and interactions.

5.8   A detailed explanation and examples of the hazards presented above can be found in section 3.1, Appendix A, and Appendix B of the *Model Code of Practice: Managing Psychosocial Hazards at Work* (Safe Work Australia).

5.9   MC will seek to identify existing and potential psychosocial hazards in consultation and through the avenues detailed in the *Psychosocial Health and Safety Procedure*.

5.10   The PCBU is responsible for carrying out psychosocial risk assessments periodically to assess the risk of harm, identify the workers affected, and

consider the duration, frequency, and severity of their exposure. This will be done in consultation and through the avenues detailed in the MC *Psychosocial Health and Safety Procedure*.

Reporting Psychosocial Risks and Incidents

5.11   All psychosocial risks and incidents should be reported on Employment Hero. Staff and contractors should also raise any concerns with their manager, MC HR team, or the PCBU. Detailed reporting structures for all stakeholders will be identified in the MC *Psychosocial Health and Safety Procedure*.

Avenues of Support

5.12   MC provides all staff with access to an Employee Assistance Program (EAP) which offers a confidential counselling service that seeks to assist with personal or work-related problems in a positive way.

5.13   Other MC-provided avenues of support include support from one's managers, campus chaplains, work health and safety representative, and the MC HR team.

5.14   MC encourages staff who are experiencing psychosocial distress or injury to reach out and seek support from the relevant internal and external support structures.

6. RELATED DOCUMENTS AND LEGISLATION

Community Code
Psychosocial Health and Safety Procedure
Sexual Assault & Sexual Harassment (SASH) Prevention & Response Policy
Staff Code of Conduct
Underperformance & Misconduct Policy
Work Health and Safety Policy and Procedure
Model Code of Practice: Managing Psychosocial Hazards at Work (Safe Work Australia)
Work Health and Safety Act 2011 (NSW)
Work Health and Safety Act 2020 (WA)
Work Health and Safety Regulation 2017 (NSW)
Work Health and Safety (General) Regulations 2022 (WA)

7. REFERENCES

Safe Work Australia Model Code of Practice: Managing Psychosocial Hazards at Work
People at Work
Workplace Health and Safety Queensland Psychological Safety Policy
University of Queensland Psychosocial Risk Management
University of Western Australia Safety and Health Policy

8. VERSION HISTORY

Version	Approved by	Approval Date	Effective Date	Changes made
1.00	MC Board	22 May 2023	22 May 2023	Policy created

Download this policy anew with each use, as it may have changed.