

Shelter *Pulse*

Policy Example

Policy Number: 006

Policy Name: Health and Well-Being

Applies To: Shelter Seekers and Staff

Philosophy:

Agency X is committed for the welfare and safety of its staff and shelter seekers within the premises. The purpose of this plan is to ensure human safety, minimize damage to property and assure rapid and responsive communication plan to all those involved. Agency X can develop well coordinated and systematic policies in alignment with those recommended procedures to address services related to safety and well being of their staff and shelter seekers.

Rationale/Purpose:

Agency X is committed to provide a healthy and safe environment for all staff, shelter seekers, volunteers and visitors.

This project has been funded by Women and Gender Equality Canada



Women and Gender
Equality Canada

Femmes et Égalité
des genres Canada

Canada

Policy Statement:

Agency X is committed to Health and safety of all the shelter seekers and staff and prevention of occupational injuries and health-related complications. The organization will hold responsibility for the effective management and communication of health and safety compliance under the provincial/federal Health and Safety related act and regulations.

Those who reside within the shelter will be responsible for their own safety and safety of their co-residents/co-workers.

The organization will establish an internal responsibility system through which all the responsibilities/activities to promote safety culture and best practices will be communicated/ conducted with the aim to develop self-reliance and compliance.

Definitions:

Emergency: For the purposes of this plan, Agency X defines an instance or combination of instances of unsafe conditions that pose a threat to people or property, and include instances of fire or smoke; natural disaster or severe weather; chemical, biological or radiological incidents; and structural failures.

Procedures:

Agency X recognizes that an essential part of the agency lies in the provision of a healthy and safe environment in which each individual can be empowered to participate in the health and safety programs.

Agency X is committed to:

- Ensuring the safety and wellness of shelter seekers in accessing services and programs that minimizes the risk of injury, accidents and illness;
- Ensuring the safety and wellness of staffs and volunteers while providing the service and programs to shelter seekers;

- Complying with applicable federal, provincial, and municipal laws, regulations, regulations, and ordinances;
- Health and safety procedures are regularly reviewed and followed-up on to promote the health, safety and well-being of shelter-seekers;
- Ensuring that the facilities entry/exits are secure;
- Ensuring facilities are equipped with an alarm system in the event of an emergency;
- Supporting the joint efforts of the health and safety committee;
- Ensuring incidents related to occupation injuries can be mitigated, minimized and eliminated;
- Acknowledging the responsibility of both employees and staff in managerial positions to work safely and report all types unsafe working conditions;
- Ensuring that all applicable government guidelines, standards, regulations and laws are minimum requirements and Agency X will meet or exceed these requirements;
- Ensuring the performance review process includes health and safety guideline implementation;
- Ensure rehabilitation of injured employees;
- Incorporating evidence-based health and safety principles/practices as a means of ensuring responsible management.

Approvals:

Policy Created Date:

Policy Approved By:

Policy Approval Date:

Policy Revisions:

Policy Revised Date:

Policy

Designate/overseen by: