

## **Occupational Health and Safety Policy**

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Humber College's School of Applied Technology is committed to providing a safe and healthy work and learning environment for all faculty, staff, students and visitors.

The School of Applied Technology ("the School") offers programs in the areas of design, engineering technologies and skilled trades and apprenticeship. A significant percentage of the curriculum is delivered in shops and labs. This practical, hands-on training provided to students is highly valued by employers. In order to ensure a safe work and learning environment, the following safety rules shall apply:

- No one works on machinery/equipment alone.
- All students and staff in the shops and lab shall wear appropriate personal protective equipment, as determined for each space
- Loose clothing, ties, or jewellery shall not be worn near any power equipment. Long hair must be pulled back or under a cap.
- Shop and lab equipment and power machines shall be energized and operated by qualified/authorized persons only.
- All safety guards provided for equipment shall be used at all times.
- Report all incidents, injuries, near misses and property damage to the shop technologist/technician and/or faculty immediately.
- All students shall follow instructions. Do not take chances; if you do not know ASK.
- Good housekeeping shall be maintained. Clean up work areas around machines when you have finished. Ensure hazardous materials are properly stored.
- Do not leave machines until they have completely stopped.
- Deliberate property damage or unsafe practices will result in disciplinary action.
- Continual improvement through regular review of this policy and monitoring of the effectiveness of the Safety Management System