



*Japanese Teachers' Association of NSW (JTAN) Inc.*

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**OCCUPATIONAL HEALTH & SAFETY STATEMENT**

updated 25 April 2016

The Japanese Teachers' Association of NSW (JTAN) is committed to ensuring the health and safety of the working environment.

When a JTAN activity/activities is held (i.e. workshop, meeting), the participants (e.g. teachers, their students, visitors, workshop presenters) are required to take reasonable care of themselves and others at the venues; they must not bypass rules or misuse systems or equipment provided for Occupational Health and Safety purposes; they must report any unsafe conditions which come to their attention and address these concerns where possible to the JTAN committee or the event convenor.

When a student workshop is held, their teacher has duty of care. The teachers must follow their school rules regarding the health and safety of themselves and their students; e.g. Excursion Policy and Implementation procedures, which are set by their schools.

JTAN acknowledges that they have the primary responsibility for the health and safety of those who work under our direction, and participate in the return to work plan of injured person/s. If applicable, JTAN will meet the recovery cost of the injured person/s from our Public Liability Insurance.

JTAN is committed to ensure that Occupational Health and Safety management is of the highest standard.

**Contact us**

JTAN welcomes your comments regarding this Occupational Health and Safety Statement. If you believe that we have not adhered to this Statement, please contact [enquire@jtan.org.au](mailto:enquire@jtan.org.au).