

# Power Management Policy

## Rationale

St Philomena's School is committed to appropriate and responsible power management practices. The school's policy aims to:

- ensure power problems are competently assessed
- provide effective power control where this is justified
- ensure that the use of powered equipment does not pose a threat to the health or safety of staff, students or visitors to the school
- minimise environmental damage from power management practices.

## Aims

The school will ensure that:

- legislative requirements are complied with
- good power management practices are observed to prevent injury or damage from the use of power equipment
- power management control methods are chosen which deal effectively with the power delivery problems while minimising health, safety or environmental risks
- power management control activities are timed to avoid exposure of staff, students or others
- only licensed electrical technical operators are used for repairs and electrical repairs
- notifications are made as appropriate and required information is obtained
- suitable precautions are taken before and after using electrical equipment
- Staff using any electrical equipment have been instructed in safe operation procedures
- Use of power tool is restricted to experienced and qualified personnel
- Canteen and computer policy contain power management components
- insurance and liability issues receive due attention.

## Implementation

The day-to-day responsibility for ensuring that these objectives are met rests with staff, principal and the grounds supervisor:

## **Power Management Procedure**

Power Management refers to electrical equipment portable, hand held and stationary appliances, designed for connection to low voltage supply by a flexible cord including extension cords and power boards.

St Philomena's School is committed to providing a safe work place free of electrical hazards. Through the process of consultation and risk management electrical hazards will be identified, assessed, prioritised and appropriate control measures implemented. Additionally, in conjunction with our maintenance management system, electrical / plant equipment as determined will be routinely serviced. Consideration will also be given to the 'In-service safety inspection and testing of electrical equipment' as per the requirements of AS/NZS 3760:2001.

To ensure that the appropriate standard is met at St Philomena's School:

- In-service safety inspection and testing of electrical equipment as per the requirements of AS/NZS 3760:2001 (NB: Find behind this document)
- The St Philomena's School Inventory of Electrical Equipment is completed regularly.