**Health and wellbeing policy for RobertsBrown Pty Ltd.**

|  |
| --- |
| **Mission statement** |
| **RobertsBrown Pty Ltd:**   * is committed to providing employees with a safe, healthy and supportive environment in which to work * recognises that the health and wellbeing of our employees is important * will commit to providing a supportive workplace culture where healthy lifestyle choices are valued and encouraged. |
| **Objectives and strategies** |
| **RobertsBrown Pty Ltd** will:   * encourage employees to be more physically active by making provisions in the workplace for activity opportunities (including reducing sitting time where practical) * provide healthy eating choices in the workplace through addressing healthy physical settings, food supply and education * promote awareness of key health issues for employees (including social and emotional wellbeing) * encourage employees to provide input into health and wellbeing initiatives. * Provide up to 3 months paid leave of for employees as necessary for their health and wellbeing, including carers leave, family violence leave. |
| **Scope** |
| This policy applies to:   * all employees at **RobertsBrown Pty Ltd** . |
| **Responsibility** |
| Employees are encouraged to:   * understand this policy and seek clarification from management where required * consider this policy while completing work-related duties and at any time while RobertsBrown Pty Ltd * support fellow employees in their awareness of this policy * support and contribute to RobertsBrown Pty Ltd’s aim of providing a safe, healthy and supportive environment for all employees.   Managers have a responsibility to:   * ensure that all employees are made aware of this policy * actively support and contribute to the implementation of this policy * manage the implementation and review of this policy. |
| **Communication** |
| **RobertsBrown Pty Ltd** will ensure that:   * all employees receive a copy of this policy during the induction process * this policy is easily accessible by all members of the organisation * employees are informed when a particular activity aligns with this policy * employees are empowered to actively contribute and provide feedback to this policy * employees are notified of all changes to this policy. |
| **Monitoring and review** |
| **RobertsBrown Pty Ltd** will review this policy twelve months after implementation and annually thereafter.  Effectiveness of the policy will be assessed through:   * feedback from employees, the Health and Wellbeing Committee/working group, and management * review of the policy by management and committee/working group to determine if objectives have been met. |
| Name David Roberts, Principal Consultant and Sole Director |
| Signature:  Date: 1 January 2019 |
| Reviewed: 1 January 2022 |
| Date of next review: 1 January 2023 |