

HPSNZ HEALTH AND SAFETY GUIDANCE: CONSIDERATIONS AND RECOMMENDATIONS



The purpose of this document is to provide considerations and recommendations that support health and safety in high performance environments (HPEs) when developing the policy for your NSO.

General considerations	HPE-relevant considerations
Meet or exceed the requirements of the Health and Safety at Work Act 2015 and its regulations, Codes of Practice and Safe Operating Procedures	Unique factors of the sport (e.g., athlete median age, de/centralisation, location/hemisphere, gender, weight classification requirements)
Ensure at least one individual is designated as the Health and Safety Officer and their role is clearly articulated and supported by leadership	Provision of training and education to ensure safe practices across stakeholders
Clarify the purpose of the Health and Safety Policy document	Overseas travel
Articulate your mission, values and principles based on your strategic plan	Athlete performance support needs/ requirements (incl. rehabilitation)
Specify the scope (who the policy applies to)	Distribution of athletes across the pathway
Clarify expectations of each group for whom the policy applies	Nature and roles of support staff (incl. consultants)
Include a flowchart that clearly outlines processes used to address issues	Align content to HPSNZ Wellbeing Framework and Guidelines and related materials
Emphasise what best practice looks like (examples can be helpful)	
Refer to other policies that might be cross-referenced in the policy (see below exs.)	

RECOMMENDATIONS:

1. When developing your Health and Safety Policy, establish the various factors that are distinct and/or will require particular consideration based on your HPE.
2. Engage in legal consultation (e.g., this could include a Board member who may have such expertise) and ensure that you attend to general and your HPE-specific considerations in your Health and Safety Policy (and all policy documents).
3. Include relevant parties throughout the development and implementation process (anyone who should have input and awareness).
4. As/if a fit, you may want to refer to related policies as part of or in connection to your Health and Safety Policy, such as:
 - Mental Health and Escalation Processes
 - Psychological Safety Guidance
 - Safeguarding
 - Alcohol, Drug and Fit for Work policy (incl. Smoke and Vape guidance)
 - Expected behaviour of HP cohorts (coaches, support staff, athletes, leadership, volunteers)
 - Diversity, equity, and inclusion (DEI) policy
 - Privacy and confidentiality
 - Overseas/Travel policies
 - Onboarding (e.g., equipment and physical space aspects)
5. Ensure that you disseminate your Health and Safety Policy (and any policy documents as appropriate) to ALL relevant parties
6. If multiple policies are incorporated/presented, consider creating a multi-tabbed spreadsheet or bookmarked pdf for ease of access