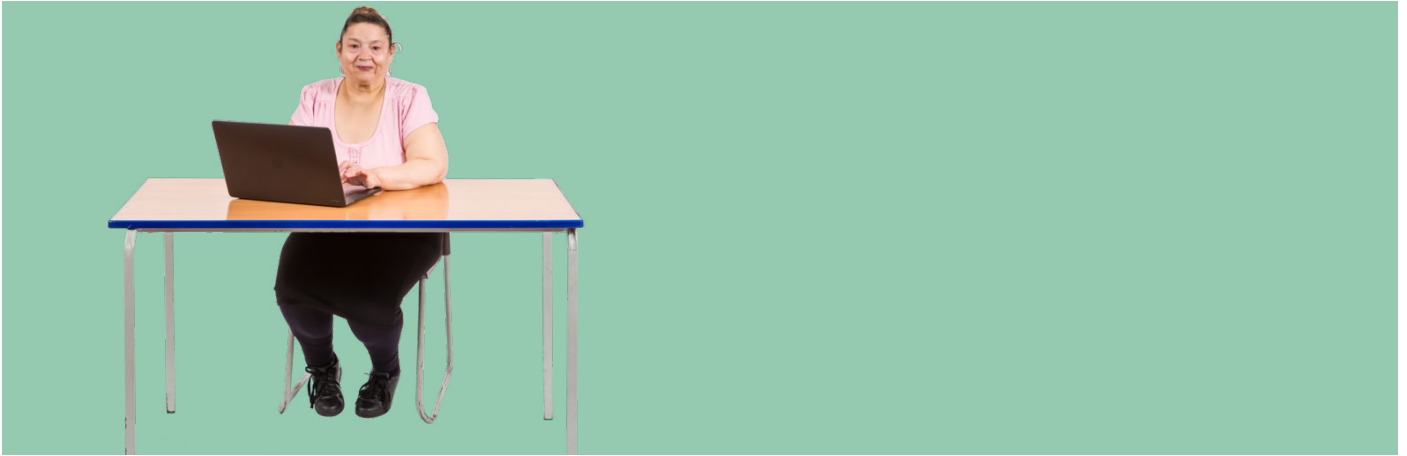


Work Health and Safety



It is important you are safe at work at at your workplace.

Some of the places you can work are

- The kitchen
- The cafe floor
- Behind the register.

These places must not make you sick or hurt.

This is the law.

It is important you know about being safe at work.

Tell your manager if you see anything unsafe.

The work health safety policy is the rules to keep people safe at work.

This is the easy to read form of the policy.

How we can keep you safe and healthy



We have a First Aid Kit.

We have a kitchen and bathroom.

We have equipment and furniture you need to do your job.

We show you how to use the equipment for example the cash register.

We have

- Training
- Information

Employee Assistance Program



You can ring the Employee Assistance Program if you feel upset or worried about something at work or at home.

This is sometimes called EAP.

The people who run EAP Hospitality + Mind and Matter Consulting.
Their phone number is **879 123 3456**

You can see a counsellor or talk to one by phone.

This is free for you.

Counselling is confidential.

No one at your workplace will know that you have seen a counsellor unless you decide to tell them.