The Blackwatch Café & Prep Tuckshop
Volunteer Induction

Legal Duties of Care
- The Scots College has a duty of care to provide a safe Workplace under the O H & S Act.
- You also have duties of care to work safely yourself and with respect to others.

Personal Protective Equipment with regard to:-
- Shoes must be enclosed, NO thongs, sandals or ballet pumps.
- Suitable footwear – joggers, lace ups or boots.
- Clothing must be suitable to the environment.

Food Safety Requirements
- Hair must be tied or pinned back.
- No bangles or bracelets to be worn and for security reasons please leave jewellery at home.
- No eating or drinking around food preparation areas.
- If you are unwell or showing the signs of illness, please report it to the Manager or Supervisor.
- Use hand washing facilities and disposable gloves when handling food.
- Remove aprons before going to the bathroom.

Equipment Usage
- Only workplace accredited staff are permitted to operate equipment.

Allergies
- Due to allergies please refrain from wearing strongly scented perfumes.

Alcohol & Tobacco
- Consumption of alcohol is prohibited.
- Smoking is not permitted on college grounds.

Prohibited
- No children are permitted in Kitchen area at any time.
- No pets allowed

First Aid
- A first aid kit is available, please report any near miss, accident or injury immediately to Manager or Supervisor

Emergency Evacuation – Including Lockdown
- You will be directed to a muster point near the score board opposite Blackwatch Café or under direction from the Manager.

NAME ....................................................... CHILD’S YEAR ......................

SIGN .......................................................... DATE ..............................

Thank You.