SAFE OVER SUMMER 2026-27

FACILITATOR PACK



Social Infrastructure
& Citizen Services

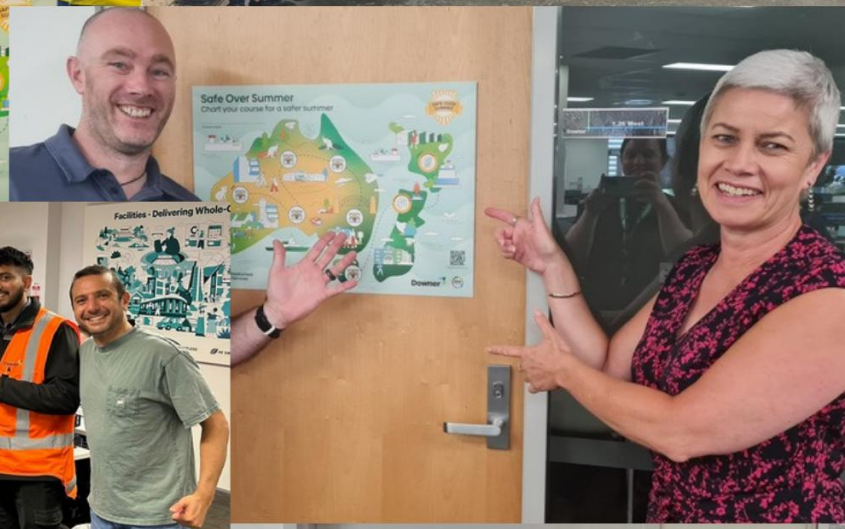


























SICS is a Finalist in the Australian Institute of Health & Safety Awards on 12th November with Safe Over Summer for Best WHS Training & Development Program - 2026 AWHSA Finalists | Australian Workplace Health and Safety Awards

Showcasing the Finalists of the 2026 Australian Workplace Health & Safety Awards

www.awhsa.org.au

SAFE OVER SUMMER

INTRODUCTION & LAUNCH VIDEO

The Safe Over Summer program was developed in response to a historically high number of workplace incidents occurring during the summer months.

This period often sees an increase in workload, especially within essential services and infrastructure projects, which can lead to higher stress levels, potential fatigue and distractions among workers.

WATCH THE CAMPAIGN LAUNCH VIDEO

Safe Over Summer | Downer (link)



Additionally, summer conditions, including extreme heat and longer daylight hours, can add risk factors that increase the likelihood of incidents.

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THE SAFE OVER SUMMER FRAMEWORK

What makes summer different?

01

Environmental Factors

- Extreme heat affecting decision-making and physical capability
- Extended daylight encouraging longer activity periods
- Increased UV exposure
- Severe weather patterns

02

Behavioural Factors

- Disrupted routines and sleep patterns
- Social activities involving alcohol
- Unfamiliar tasks such as once-a-year maintenance or holiday activities
- Time pressure when fitting everything into limited leave
- Reduced supervision, due to annual leave

03

Physiological Factors

- Dehydration impacting cognitive function
- Fatigue accumulation
- Heat stress affecting physical performance
- Medication interactions with environmental conditions

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YOUR ROLE IN SAFE OVER SUMMER

Taking the safety mindset home

Being safe isn't something we switch on at work and off at home. It's an 'always on' mindset.

Every day, you already live our Health, Safety & Wellbeing values by:

- Assessing risks
- Putting controls in place
- Stopping if something feels and looks unsafe
- Looking out for your mates

The same principles keep you and your family safe beyond the workplace.

- Before climbing a ladder to hang lights, what is my fall protection?
- Before a long road trip, am I rested and fit to drive?
- Before a day at the beach, how will I keep an eye on the kids?
- Before tackling an outdoor project, what is my plan for heat and hydration?



Safety doesn't end when you clock off. Stay aware, think ahead and protect what matters at work, on the road and at home.

SERVICE DELIVERY PARTNERS (SDPs) – HOW THEY SHOULD BE ENGAGED

SDPs should be invited to the contract-specific Toolbox Talks selected from the 15 Critical Risk topics and provided with direct access to Safe Over Summer resources online.

Action for Contract Managers/Site Leaders:

- Invite SDPs to relevant Toolbox Talks selected for the contract and matched to the operational risk profile.
- Provide SDPs with the Safe Over Summer website link so they can access campaign materials, videos and guidance outside the Toolbox Talks.

Why include subcontractors or SDPs:

- They operate in the same environments and face the same risks as Downer teams.
- Joint participation builds shared understanding of controls and reporting processes.
- Website access supports ownership of learning and understanding of Downer protocols.
- Involvement supports safer, coordinated operations and reduces incident or service disruption risk.

Note: SDPs are not eligible for entry to the gift voucher draw.

SAFE OVER SUMMER RESOURCES

EXPLORE THE RESOURCES

Safe Over Summer | Downer (LINK)

Everything in one place

01 Website – Website will be updated by end of 6th Nov

02 Check & Protect Poster

03 Toolboxes

04 Critical Risk Shorts

05 Attendance Tracking

POSTER


Safe Over Summer
Banned & Restricted Items
Violence & Aggression
Heat Stress & Hydration
Psychosocial Health
Extreme Weather Events
Mobile Plant & Vehicles
Working with Electricity
Managing Fatigue & Sleep
Hazardous Substances
Manual Handling & Ergonomics
Working at Heights
Incident Management Process
Alcohol & Other Drugs
Food Safety
Aggressive Animals
Check & Protect
Social Infrastructure & Citizen Services
ZERO HARM
Downer

TOOLBOX PREPARATION

WHAT CONTRACTS MUST DO

01 WEEK 1 (9th Nov) — LAUNCH & PSYCHOSOCIAL TOOLBOX

- Play the launch video and explain the purpose of Safe Over Summer.
- Deliver the Psychosocial Safety toolbox to support contract action plans due 30 November 2026.

02 RECOGNISE PARTICIPATION

- Nominate workers who actively participate so they can enter the gift voucher draw.

03 WEEK 2 & BEYOND

- Deliver 8 topics minimum over the 12-week program, ensuring the mandatory topics are delivered

MANDATORY TOPICS BY LINE OF BUSINESS

Deliver 8 (4 mandatory + 4 additional) topics during the 12-week program

DEFENCE

MANDATORY Psychosocial Safety — Week 1

- Working at Heights
- Working with Electricity
- Mobile Plant & Vehicles

GOV & IFM

MANDATORY Psychosocial Safety — Week 1

- Violence & Aggression
- Working at Heights
- Aggressive Animals or Working with Electricity

HEALTH & EDUCATION

MANDATORY Psychosocial Safety — Week 1

- Violence & Aggression
- Working at Heights
- Working with Electricity

Before delivery: confirm the session sequence, required resources and local support contacts.

TOOLBOX

Slide #1 - Risk Topic Awareness

Working at Heights (Hard FM)

Working at height isn't just on roofs. It includes ladders, platforms and plant rooms. Most incidents happen during quick jobs where the risk feels low.

Every height job needs planning, the right equipment and solid controls.

Primary Risks & Hazards to Spot



- **Falls from ladders, roofs or elevated work platforms**
- **Unprotected edges or skylights**
- **Fragile or uneven surfaces**
- **Poorly maintained or unstable access equipment**
- **Dropped tools or materials striking people below**
- **Weather and fatigue affecting stability or judgement**

Slide #2 – Controlling the Risk in your Workplace

Where might this happen in our work environment?



Roofs and rooftop plant: servicing air-conditioning units, clearing gutters or accessing roof hatches may involve exposed edges and fragile surfaces.



Plant rooms: servicing overhead pipes, valves or equipment may require ladders or platforms around fixed plant.



High ceilings and corridors: replacing lights or servicing vents may require elevated work platforms, with people moving below.

Where else?

Where have you seen working at height hazards in your work area?

What can we check to protect?

1. **Are we ready to start?** Complete the Working at Heights permit before starting. Choose the right access method, never a makeshift setup. Inspect ladders, harnesses and anchors before use.
2. **Are people protected?** Maintain 3 points of contact and never overreach. Barricade the drop zone to keep people out. Secure tools and equipment against drops.
3. **Are conditions safe?** Stop work during high winds or wet conditions.

What will you do today to stop a potential working at height incident from happening?

Slide #3 – Support Available + Key Messages

Your safety comes first

The SI&CS Health, Safety and Wellbeing Team is here to help.

You don't have to work through a safety concern alone.

Ask for support when:

You're unsure
We can help you understand a hazard and discuss a safer way to work.

Something happens
We can help with hazard, incident and near-miss reporting and next steps.

You need support
We can work with you and your supervisor or manager to address health, safety and wellbeing concerns.

Do you know who your HSW Business Partner is?

Stop if the work is unsafe

Pause the task and move to a safe place. Speak up if something feels unsafe or you are unsure.

Notify your supervisor or manager

Report hazards, incidents and near misses promptly, even if no one is hurt. Explain what happened, where it is and who may be at risk.

Do not continue unsafe work

Keep the task stopped until the risk is addressed and your supervisor or manager confirms a safe way forward. Ask for help if you are unsure.

Facilitator preparation for 2026–27

- Refreshed toolbox layout and visual style to guide a clear, consistent session.
- A new third slide covers support avenues and what to do when work feels unsafe.
- Before facilitating, confirm who your HSW Business Partner is and how participants can contact them.

CRITICAL RISK SHORTS



Working at Heights



Aggressive Animals



Extreme Weather Events



Manual Handling

LOGGING ATTENDANCE | REWARD & RECOGNITION

Ensure you have the Ideagen app on your phone and are logged in. If you do not have access, contact zeroharm.support@downergroup.com immediately.

1. Select Add Form and search for ***SICS - Safe Over Summer (SOS) 2026-2027 Attendance Registration***.
2. Enter the session details, including contract, location, date and time.
3. Identify attendees and enter their details or pass the phone around for attendees to enter their own details.
4. Select the Safe Over Summer Toolbox topic just covered.

https://downergroupzh.luciditysoftware.com.au/inform/manageinformformrecord/qr/code/befd2458-4a71-4cac-af6e-db3bb65a2732

THANK YOU

We will send out slides shortly.



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