

# Project Scope

## The Client:

Dubbo West Preschool

## The Concern:

Director of Dubbo West Preschool Cathryn, contacted us to assist them on a WHS project. This involved assessing current documentation and processes to ensure they aligned with current legislation

## The Approach:

TAA assessed current documentation and practices and identified gaps and made recommendations to improve processes and record keeping

## The Outcome:

A framework was introduced that not only referred to relative WHS practices but also policies and procedures, staff training and linked to relevant policies to provide DWPS with one framework that captured all necessary and relevant data for ease of use, location and auditing purposes.