

# Health & Safety – Dec 2023 monthly update

**Welcome** to the monthly update from the H&S Team

**Meet the team:**

Sean Hughes, Interim Head of Health & Safety  
David Conner, Health & Safety Manager  
Kevin Weir, Fire Safety Adviser (part-time Mon-Wed)  
Ruth Thin, Health & Safety Co-ordinator

**Contact us:**

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## Accidents - 7

Strike against object	1
Cut	2
Slip, no injury	1
Burn – minor	2
Manual handling	1

Staff	4
Student	3
Visitor	0
Contractor	0

## Trends

No trends applicable to the accidents that took place this month. All were unrelated and in different parts of the university.

## First aid only - 6

Seizure	1
Panic attack	2
Faint / unwell	2
Burn (occurred externally)	1

Staff	0
Student	6
Visitor	0
Contractor	0

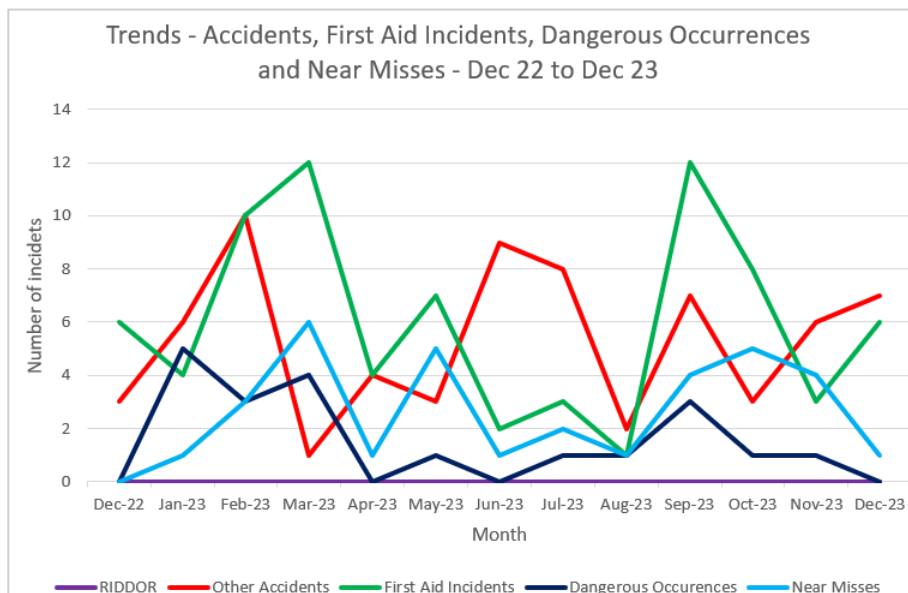
## Trends

These were mainly people with existing medical conditions that caused them to fall ill.

## Near misses <sup>1</sup> - 1

- Unsafe manhole cover – damaged by vehicle reversing over it in factory area

<sup>1</sup>Includes dangerous occurrences



## Unscheduled fire evacuations

Campuses	0	
Residences	3	Steam from shower, smoke from cooking, unknown
Total	3	

- ✓ Do not prop open fire doors with wedges or chairs
- ✓ Please keep emergency exit routes/corridors clear at all times
- ✓ If you are interested in becoming a fire warden, please contact the [Health & Safety Team](#)

## H&S Policies (reviewed, updated and published in Dec 2023)

Supervision of Students in Laboratories & Workshops v3.0 (H&S review complete, to be circulated to relevant Schools and Services for further comment before final version is published).

The H&S Team are currently reviewing all the University H&S policies – any comments please contact us  
All the H&S Policies are available on the H&S website in [Policies A-Z](#)

## H&S eLearning – Essential Skillz

### Essential Skillz training compliance as at 31/12/2023

Workstation	58%
Fire Safety	62%
H&S Induction	77%

Staff are reminded that the e-Learning modules are mandatory. Line Managers are asked to encourage staff to ensure they are up to date with their training and include it in their My Contribution meetings.

## Travel abroad – travel risk assessment

Before travelling abroad on university business you are required to undertake a Travel Risk Assessment. Completion of this will allow you to book travel.

You are required to also download the Crisis24 app and upload your contact number. This service will notify you of any issues in the country that you are working in and will also allow you to get in contact with them to assist if you get into difficulties.

[Travel risk assessment and Crisis24 app – further information](#)