

Health & Safety – January 2024 monthly update

Welcome to the monthly update from the H&S Team – health&safetyoffice@napier.ac.uk

Accidents - 7 staff (3) students (4) visitors (0) contractors (0)	
Chemical	1
Cutting tools/working with tools	3
Falls on level	1
Sharp objects	1
Struck by an object	1

First aid only – 8 staff (0) students (4) visitors (4) contractors (0)	
Allergy	1
Back pain	1
Fall	2
Medical condition	1
Mental health	1
Sports	2

Near misses/dangerous occurrences – 2	
Unsafe window	1
Unsafe work practice	1

Fire alarm activations - 4	
Campuses	2
Residences	2

Fire safety

Familiarise yourself with the [emergency procedures](#) and locations of [assembly points](#)
Keep all emergency exit routes/corridors clear at all times

eLearning (Essential Skillz) mandatory modules

Workstation – every year / Fire Safety – every 2 years / H&S Induction – once-off

Check you're up to date with your training

If you're a line manager, check any [outstanding concerns](#) from your staff

Travelling Abroad?

- Have you completed the online travel risk assessment?
- Have you downloaded Crisis24 app and uploaded a contact number?

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

Health and Safety Face to Face Training

- The schedule for 2024 is now available - details on HR Connect / Learning
- All courses can be booked through HR Connect – please discuss with your line manager before booking