



Health & Safety – August 2024 monthly update

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

| Accidents - 2 staff (1) students (1) visitors (0) contractors (0) | |
|---|---|
| Fall on level | 1 |
| Sharp objects | 1 |

| First aid only – 3 staff (1) students (0) visitors (2) contractors (0) | |
|--|---|
| Medical condition | 1 |
| Other | 1 |
| Sports | 1 |

| Near misses/dangerous occurrences – 0 | |
|--|--|
| None | |

| Fire alarm activations - 6 | |
|-----------------------------------|---|
| Campuses | 3 |
| Residences | 3 |

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

Health & Safety Policies & Guidance
[A to Z of Health & Safety Policies](#)
[Staff Safety Guide](#)

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

Health and Safety Face to Face Training

- Details of training courses on HR Connect / Learning
- All courses can be booked through HR Connect – please discuss with your line manager before booking – contact the Health & Safety Office if you don't have access to HR Connect

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](#)