

Health & Safety – September 2024 monthly update

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

Accidents - 7 staff (5) students (2) visitors (0) contractors (0)	
Cutting tools/working with tools	2
Fall from height	1
Fall on level	1
Sharp objects	1
Striking against object	1
Struck by an object	1

First aid only – 5 staff (0) students (5) visitors (0) contractors (0)	
Faint	3
Injury sustained externally	1
Mental health	1

Near misses/dangerous occurrences – 1	
Equipment/furniture	1

Fire alarm activations - 4	
Campuses	0
Residences	4

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](#)