

Health & Safety – June 2023 monthly update

Welcome to the first monthly update from the H&S Team.

Meet the team:

Bob Rennie, Head of Health & Safety
Sean Hughes, Health & Safety Manager
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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0131 455 6377

[Website](#)

Accidents - 9

Minor bruise/swelling	3
Minor cut	4
Severe cut	1
Chemical (minor)	1
	9

Staff	4
Students	3
Visitors	2
Contractor	0
	9

Trends

4 No. incidents this month involved cuts to the hands ranging from cutting food, carrying equipment and building a set for production- all due to lack of attention by the individuals. 3 No. incidents involved bumps to the head either from falling objects or hitting their head off objects. Greater care to be taken by individuals when working with tools and equipment.

First aid only - 2

Faint	1
Painful joints	1
	2

Staff	1
Students	0
Visitors	1
Contractor	0
	2

Trends

No trends identified

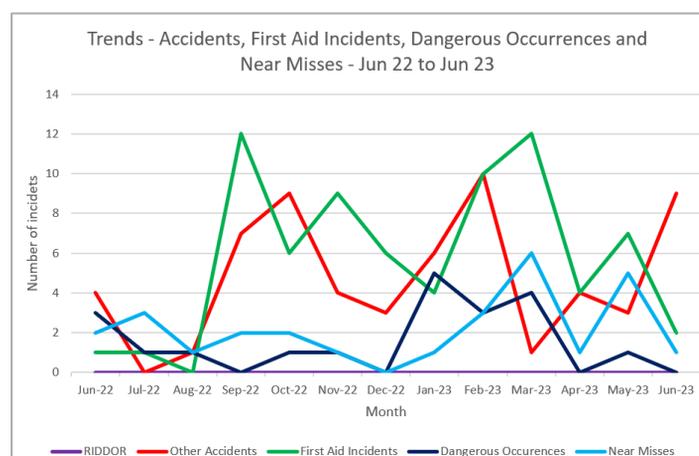
Near misses - 1

Unsafe work practices	1
	1

Staff	0
Students	0
Visitors	0
Contractor	1
	1

Trends

No trends identified



Fire Safety – unscheduled evacuations		
Campuses	4	Mainly faulty detector heads
Student Accommodation	1	Accidental use of break glass
	5	

Notes

Housekeeping:

- In corridors on emergency exit routes at Merchiston has become a problem as building is being transformed to meet new hybrid working arrangements. Clear-outs of offices have resulted in waste materials being disposed of into corridors. Any materials that are required to be uplifted should be organised by the School/Service through the appropriate channels. The Facilities help desk can be contacted on FacilitiesServicedesk@napier.ac.uk to arrange any uplifts.
- **Please keep emergency exit routes/corridors clear at all times**

Fire Wardens:

- Following Covid pandemic, with more people working from home, has resulted in us losing a number of fire wardens. We are always in need of fire wardens.
- **If you are interested in becoming a fire warden and feel that you can help out during evacuations, please contact the Health & Safety Team health&safetyoffice@napier.ac.uk**, we will provide training for the role.

Changes to the Scottish Fire & Rescue Service (SFRS) ‘call out challenging procedure’:

From 1st July 2023, the SFRS introduced a new ‘call out challenging’ procedure, this has been rolled out across Scotland and applies to all businesses not just education settings. Due to the number of false alarms and minor call outs they receive the SFRS will challenge whether it is a fire or not. This does not affect anything we do now regarding fire alarm activations, **our [emergency evacuation procedures](#) remain the same**. If there is a ‘confirmed’ fire, then businesses where they are ‘non-sleeping’ premises will receive the appropriate fire brigade response and service. In terms of our Student Accommodation, since they are ‘sleeping premises’, we will continue to receive the full response service agreed.

H&S Training

IOSH Managing Safely course ran in May/June 2023. If you are interested in attending the next course in November 2023, please contact the Health & Safety Office as places are booked up quickly.

Fire Warden training – if you are interested in becoming a fire warden, please contact the Health & Safety Office.

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

Access Out With Normal Hours v3.1

Fire Policy Campuses v13.0

Hazardous Substances v2.0

Working Alone 2.2

Accident, Dangerous Occurrence, Disease and Near Miss v5.0

Events, Exhibitions & Filming in University Premises v3.0

Use of Knives, Sharps & Other Cutting Tools v1.0

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](#)