

Health & Safety – Sep 2023 monthly update

Welcome to the 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:

6.B.22 Sighthill Campus

health&safetyoffice@napier.ac.uk

0131 455 6377

[Website](#)

Accidents - 7

Cutting tools	4
Strike against an object	1
Falls on steps	1
Other	1

Staff	1
Student	6
Visitor	0
Contractor	0

Trends

4 No. incidents to students that involved cuts to the hands. 2 No. were related to food preparation and 2 No. were whilst doing practical exercises using a 'Stanley' knife and a scalpel. All to be more vigilant whilst using sharp instruments and cutting tools.

First aid only - 12

Illness/medical condition	3
Seizure	1
Sports	5
Mental health issue	1
Other	2

Staff	0
Student	11
Visitor	1
Contractor	0

Trends

5 No. incidents were sports related injuries, from broken fingers, staved fingers and 2 No. incidents of rolling their ankles and an injured arm. Fortunately, all the incidents turned out to be minor injuries, but the potential for a more serious accident is always possible whilst playing active sports like basketball and volleyball.

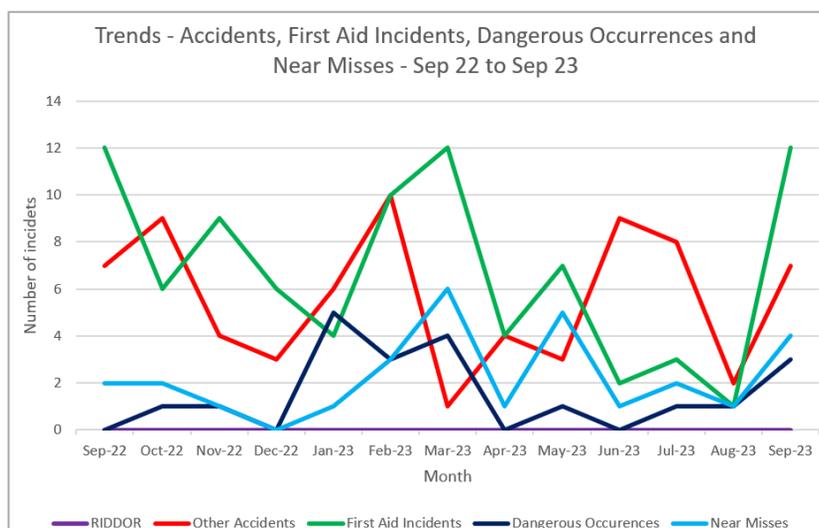
Near misses ¹ - 7

1. Lab incident.
2. Plasterwork fell off wall on stairwell.
3. Lift entrapment.
4. Electrical cupboard left open.

5. Threatening behaviour – external to uni premises.
6. Cabling/electrical issues.
7. Poor working practices in a lab.

No injuries sustained in any of the incidents.

¹Includes dangerous occurrences



Unscheduled fire evacuations

Campuses	3	2 No. unknown causes, 1 No. malicious use of break glass
Residences	3	2 No. use of hairdryer, 1 No. excessive use of deodorant
Total	6	

- ✓ 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 Sept 2023)

Phlebotomy/Blood Collection v1.0
 Travel v3.2
 Travel Guidance v3.1
 Control of Vibration at Work v1.0
 Animals on University Property v1.0
 Access to the University by Children v4.0
 Restricted Areas v3.0
 Control of Contractors – CDM 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](#)

H&S Prohibition Notice

SCEBE – Structures/Concrete Lab, Merchiston
 Covers removed from equipment, cabling easily accessible, breaker switch not isolated, no interlock on door and exposed electrical wires.

H&S Training Completed

- Business School Academics – new fire procedures, travel and Essential Skillz – 100 attendees
- CDM – Control of Contractors training for P&F

Essential Skillz training compliance as at 30/09/2023

Workstation 53%
 Fire Safety 64%
 H&S Induction 75%

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.