Upcoming training dates

Introduction to Health and Safety
10 April

Departmental Safety Officer (role and responsibilities)
11 April

Fire Safety Awareness
26 April

Radiation Safety
8 May

Departmental Safety Inspections
3 May

Risk Assessments
22 May

Manual Handling
23 May

Introduction to Health and Safety
5 June

Departmental Safety Officer (role and responsibilities)
27 June

Recent feedback from some of our courses:
well structured, engaging, great trainer, informative
so please encourage your staff to attend.

All training courses should be booked directly with Staff and Organisational Development.
www.le.ac.uk/health-and-safety-courses

See it – Report it

What would you do if you spot an unsecured ladder propped up on a wall on campus, come across boxes piled high on a shelving unit, or you slipped in a University car park on your way to work?

As well as actual incidents and accidents, it is essential that everyone reports any concerns they have over near-misses ('near hits') or unsafe acts/conditions they've experienced ASAP in order to prevent an accident happening to someone else. Prompt incident reporting could highlight potentially serious issues or trends. A case in point was receipt of several 'slip' incidents on campus, which highlighted a shortfall in gritting activity during the icy weather – which is now being addressed. Without these reports, the matter could have remained a hazard and led to someone (staff, student or visitor) suffering injury.

Reporting is easy and quick; speak to your Departmental Safety Officer (DSO) or Building Safety Supervisor (BSS), go to Safety Services' website - fill in the Incident Reporting Form, or contact Safety Services as shown below.

Contact Us

t: ext 2426, 9am – 5pm, Mon-Fri e: safetyservices@le.ac.uk
In emergencies call the Emergency Number 0116 252 2888 (24/7)
Within each newsletter we aim to profile a “Safety Champion” from within the University. These are people who go above and beyond to ensure the safety of staff, students and visitors. In this newsletter, we are celebrating the achievements of Glyn Johnson (Print Services) and Neil Hunt (Planned Maintenance). Glyn has developed robust safety processes for his staff which has resulted in a score of 100% in the British Print Industries Health & Safety audit, indicating best practice in the sector. Neil has been engaged in improving emergency lighting across all sites to ensure a safe environment on campus, a very challenging task due to the variety and location of University buildings. They were nominated by their colleagues for an H&S award at a recent Estates & Campus Services staff event in recognition of the excellent H&S work they’ve been doing in their respective areas.

Congratulations!

If there is a ‘Safety Champion’ within your work area - we want to know about them! Please send their details and why you think they should be recognised as a Safety Champion to safetyservices@le.ac.uk and they might be featured in the next edition of the newsletter!

Good Housekeeping Promotes Safety

Look around your work area. Is it neat and tidy, with everything in the designated place, or are you seeing stacks of paper, boxes or tools lying around which you have been meaning to sort for the last few months? Everyone’s preferred style is different; some people profess to be more creative when they are surrounded by clutter, whilst others can’t stand untidiness in order to concentrate. Whichever your style is, it is essential to ensure that as a minimum:

- Your immediate work area doesn’t present a hazard to you or anyone else entering it
- Waste materials (e.g. paper and cardboard) are kept to a minimum and placed in bins
- Floors are clear and unobstructed
- Access and Exit routes and doors allow free and unhindered movement

This will lead to:

- Fewer combustibles that lower the risk of fuelling a fire
- Lower risk of injuries from slips, trips or falls
- Safe and swift evacuation in case of an emergency

Effective housekeeping should be an ongoing activity; small wins will soon build up!

Botanic Garden Defibrillator

A new public access defibrillator has recently been installed at the Harold Martin Botanic Garden at the entrance to the Knoll. This is in addition to the four current public access defibrillators (two on the central campus, one on the north campus and one at the Oadby Student Village). To access call 999 and the operator will issue the access code and instructions for use.

Safety Services welcomes

Miki Brocklehurst, our new Health & Safety Adviser, joined the team at the beginning of February. Miki is an experienced H&S professional with a background in the engineering and manufacturing sector so brings a wealth of additional knowledge to the team. In her spare time Miki is a keen runner and cyclist and has recently completed a Coast to Coast bike challenge for charity. Amongst her roles and duties Miki will become the Lead H & S Advisor for the College of Science and Engineering. If you have any queries or need advice Miki can be contacted on 252 3178 or mb773@le.ac.uk