

Health and Safety Policy Statement

Newman University is committed to continued improvement and excellence in all aspects of its undertaking, including its management of Health & Safety at work.

In general this policy is to ensure, so far as is reasonably practicable, the Health & Safety and welfare at work of its students while on campus, its employees (whether permanent, temporary or contract) and the Health & Safety of any other persons who may be affected by its undertaking.

More specifically, it will ensure, so far as is reasonably practicable, that:

- machinery and work equipment are suitable for their intended purpose and are maintained in safe working order;
- safe storage is provided for all hazardous substances, they are used in accordance with the manufacturer's instructions and they are safely disposed of;
- the workplace and working environment are maintained in a safe condition with adequate heating, lighting and ventilation, and that suitable welfare facilities and first-aid arrangements are provided and maintained;
- suitable personal protective equipment is provided to eliminate or reduce risks of injury or ill-health where hazards and risks cannot be controlled by other means;
- all employees are adequately instructed, trained and supervised on the safe working practices to be followed.

The University will comply, as a minimum, with the requirements of relevant Health & Safety legislation and approved codes of practice and, as appropriate, strive to implement relevant guidance published by the Health and Safety Executive, (HSE).

It will seek to continually improve its Health & Safety performance in order to reduce the potential for work-related injuries, cases of occupational ill-health and/or other significant workplace Health & Safety incidents.

The University will conduct and record (and, as necessary, review) suitable and sufficient risk assessments in order to identify significant workplace and/or work-related hazards and risks, including occupational health, and determine the measures necessary to eliminate, reduce or control risks to an acceptable level. It will communicate the significant findings of risk assessments to those affected and ensure adequate measures are in place to control and manage risks.

The aim is to achieve a culture of zero tolerance to and/or acceptance of unnecessary Health & Safety hazards and risks, thereby underpinning its commitment to reducing the risks of injury and/or occupational ill-health.

To support this aim, the University will actively engage its employees (and, as necessary, others including partners) on Health & Safety.

Where an employee (or a student) undertakes work in another employer's premises (including the self-employed), there will be effective coordination of Health & Safety arrangements including, as appropriate, providing a Health & Safety induction and/or adequate information.

Where the University enters into a partnership with another organisation (whether to undertake work for or on its behalf or to provide services), there will be appropriate coordination of the Health & Safety arrangements including, as appropriate, establishing the Health & Safety competence of the proposed partner.

Employees (and, as necessary, others) are required to support and co-operate with the University in fulfilling its Health and Safety obligations by not only ensuring their own Health & Safety but also that of any others who may be affected by their acts and/or omissions.

Employees will be consulted on matters of Health & Safety through their representatives appointed by recognised trade unions.

The University will inform its employees of their Health & Safety responsibilities and ensure they are competent to undertake the work expected of them, including providing them with adequate Health & Safety information and appropriate Health & Safety training.

Employees (and, as necessary, others) will be made aware of this policy statement and the commitment of the University to ensure its effective implementation.

The Vice-Chancellor, supported by the University Council and University Leadership Team, will take all reasonable measures to ensure this policy is effectively implemented, including maintaining an appropriate documented Health & Safety management system and appointing a 'competent person' to provide it with Health & Safety assistance.

This policy statement will be periodically reviewed and, as necessary, revised in order to ensure its continuing appropriateness to meet the managerial, operational and legal needs of the University.

The arrangements for implementing this policy are set out in the 'Organisational Arrangements for Health & Safety' in Newman University (H&S/PRO/002). This includes coverage of defined roles and responsibilities managed through the University's Health & Safety Committee.

This document is hereby approved, and has immediate effect.



Chair, University Council
Mr Jonathan Day



Vice-Chancellor
Professor Scott Davidson

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