



# Health & Safety UK

EC recognises that it is responsible for ensuring the health, safety and welfare of its students.

We aim to provide an environment which is stimulating and safe to study in, promotes the highest health and safety standards and encourages a positive attitude towards continuous improvement.

To help us to do this, it is important that students appreciate that they also have responsibilities to look after their own health and safety and that of others that may be affected by their actions.

## What EC is responsible for

To meet the aim of ensuring the health, safety and welfare of students, EC will undertake to:

- provide school premises and equipment that are safe, fit for purpose and maintained to ensure that this is always the case
- ensure that all activities that have associated significant health and safety risks are assessed and measures put in place to ensure that the risks to students are reduced to an acceptable level
- provide students with appropriate information as necessary, regarding the risks to their health and safety
- provide students with training and information as necessary to ensure that they are competent to carry out any activities that have associated risks
- ensure that arrangements are in place to deal effectively with emergencies and incidents such as fires and accidents and that all such incidents are fully investigated to minimise the likelihood of similar incidents
- to react to the concerns of students regarding their health and safety and take the appropriate action

## Your responsibilities

The health and safety of students is a high priority at all times. All reasonable provisions will be made to achieve this objective. Equally, students have an important role to play in implementing EC policy, and the following responsibilities are placed on them to ensure they make that valued contribution. At all times students must:

- Take all reasonable steps to ensure their own health and safety, and the health and safety of others
- Cooperate with EC regarding all health and safety arrangements (for example by attending any briefings or participating in any other safety induction processes)



- Report all accidents and incidents (including significant near misses), and to bring to the attention of the Centre Director (or any other member of staff) any concerns they have regarding health and safety
- Behave in a responsible and safe manner at all times, and to take reasonable steps to encourage others to do so – including visitors, contractors and others.
- Fire safety is particularly important and EC expects that students will help to ensure their own safety and that of other people by:
  - Cooperating with EC regarding any fire safety arrangements (e.g. attending fire safety briefings or induction courses and evacuating buildings promptly when the fire alarm is sounding).
  - making proper use of any equipment provided by EC to improve fire safety (e.g. fire alarm equipment, etc.), and reporting any defect of such equipment.
  - reporting any fire related incidents (including significant near misses) and bringing to the attention of the Centre Director (or any other member of staff) any concerns they have regarding fire safety arrangements, hazards or risks.

<b>Related documents:</b>	<ul style="list-style-type: none"><li>• HSE poster</li><li>• Risk Assessments</li></ul>
<b>Related SOPs:</b>	<ul style="list-style-type: none"><li>• SOP 179 – Assessing an activity and writing a risk assessment</li></ul>
<b>Related Policies:</b>	<ul style="list-style-type: none"><li>• First Aid Policy</li><li>• Safeguarding and child protection Policy UK</li></ul>
<b>External Links:</b>	<ul style="list-style-type: none"><li>• <a href="http://www.hse.gov.uk">www.hse.gov.uk</a></li><li>• <a href="http://legislation.gov.uk">legislation.gov.uk</a></li></ul>