

---

# **School of Civil Engineering and Surveying**

## **STUDENT GUIDE TO HEALTH AND SAFETY**

**UNIVERSITY OF PORTSMOUTH  
FACULTY OF TECHNOLOGY  
September 2017**

# The Construction Industry

---

- Construction is one of the most dangerous industries in which to work, with many injuries and fatalities each year
- H&S is given high priority, with laid down standards of behaviour and protective wear
- Infringement of H&S usually results in instant dismissal for employees and fines for employers

# Our Courses

---

- All courses in the School include work which expose students to some of the dangers of the construction industry:
  - Construction site visits
  - Field trips
  - Surveying
  - Laboratory work

***'The prevention of accidents throughout the University is a duty of every individual within it. Accidents at the very least result in broken equipment, spoilt materials or wasted time. If there is a personal injury, then to the casualty, it means pain and suffering.'***

---

# Legal requirements

---

- There are many laws that govern Health, Safety & Welfare
- The main legislation dates back to the Health and Safety at Work Act 1974
- It requires that people assigned to carry out a task or activity are provided with:
  - Safe access
  - Safe place of work
  - Safe system of work

# **Legal requirements (cont.)**

---

The people for whom the above is provided also have a responsibility to:

- Care for the safety of themselves and others
- Protect all third parties
- Look after facilities and other arrangements provided for your safety

*NOTE: Breaking criminal law could result in a jail sentence*

# Highlights - General safety rules

---

- Responsibility for health and safety to self and others
- Safe working rules and emergency procedures
- Special care - plant, equipment , substances especially in laboratory and field activities
- Appropriate safety protection for field and laboratory activities
- Attitudes and standards of behaviour for safety

***‘Aim of the School is to secure the co-operation of all concerned rather than to only impose rules’***

# Personal Protective Equipment (PPE)

---

- Staff will carry out a risk assessment of all outdoor/lab. work and advise students of PPE requirements
  - For ALL outdoor work students must wear Hi-Vis jackets/waistcoats
  - Safety boots to be worn when advised for lab. and fieldwork
  - Where required School will provide gloves and goggles
  - It is the students' responsibility to ensure that they are appropriately dressed for all lab and outdoor work
  - Any student not properly equipped will be prevented from undertaking the fieldwork / lab. **and suffer the consequences**
-

# PPE provision

---

- The School will provide eye, ear and hand protection where required
  - Head protection (Hard hats) and hi-viz must be obtained by all students. These will be issued by School in first instance but students are responsible for replacements.
    - *Note: An email notification from the school office is normally sent to let you know when to collect the above PPE*
  - **Students must provide Protective footwear (Steel toecaps)**
  - Protective shoes when working in laboratories should comply with BS EN345/346/347/4676 and may be purchased from local suppliers including Jewson's, 105/119 Blackfriars Road, Portsmouth, Hampshire PO5 4LW
-



# Personal behaviour

---

- Throughout their period of education students should sustain a growing perceptive appreciation of the need for safety, types of hazard and how risks may be minimised.
- Use your growing understanding of your subject (engineering, construction management & surveying) to appreciate and avoid potential hazards.

*‘The application of honest common sense and use of the human senses particularly that of sight, provides a solid foundation for the avoidance of injury’*

---

# Particular individual susceptibilities

---

Any student who has a disability should inform the Course Leader as soon as possible so steps can be taken to meet any difficulties and to ensure that supervisors would know how to deal with a specific emergency

- debilities such as haemophilia, epilepsy, diabetes and inadequate hearing, etc.
- any defect or colour abnormality in their vision could cause difficulties with laboratory work.
- allergy or hypersensitivity to certain substances which may be found in the laboratories, need precautions of wearing protective clothing, using barrier creams or avoiding that particular substance.

# Emergencies

---

- Become familiar with instructions for dealing with emergencies
  - layout of the building,
  - the location of fire alarms and fire fighting equipment,
  - emergency exit routes and procedures,
  - where telephones are sited, and
  - first-aid arrangements.

# Emergencies - Cont

---

If there is an accident your duties are to:-

- Assist any casualty without causing further harm.
- Take steps to control the emergency, only if it is simple and straightforward.
- Avoid becoming a casualty yourself.
- Raise the alarm and inform a member of staff.

# General information

---

- All Laboratories and offices are equipped with telephones which may be used for emergencies by dialling 3333. The telephone operators may be obtained by dialling '0'. The telephone exchange operator must be used as co-ordinator between the emergency services and the University.
- Queen Alexandra Hospital, Cosham, has both Accident and Special Eye School.

# Safety is about **YOU**

---



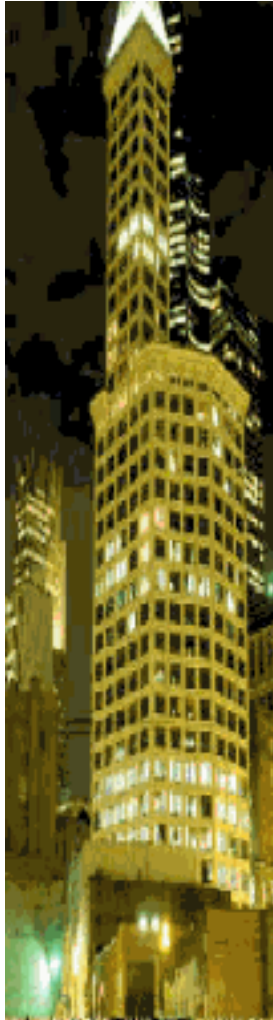
# Care for yourself

---



# Care for yourself & others

---



**WATCH OUT  
FOR UNSAFE  
CONDITIONS**

**REPORT  
THEM**



# Care for yourself & others

---

- Never take drink or drugs while on or before going on any course activity



# Student Guide to H&S

---

- Please read the student Guide to H&S for more details
- This guide can be found in the SCES virtual school office on Moodle within the folder called 'School Handbook & Guides'