

Health, Safety and Wellbeing Policy Statement 2022/23

Issuing Authority (Executive Policy Owner)	Vice Chancellors Office
Signed	
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Approved by:	University Health Safety and Wellbeing Committee (Chairs Action) date: 7 th June 2022
This version Date of approval of amendments since last review date	Version 11
Directorate/team who own the policy	University Health and Safety Service

Health, Safety and Wellbeing Policy Statement

Making sure our students, staff, visitors, and contractors are safe is an essential part of managing risk at SHU. The University has a duty and is committed to ensure compliance with all relevant legal and other requirements. It therefore aims to establish a positive health, safety, and wellbeing culture.

Members of the University Leadership Team are accountable for implementation of this policy and supporting arrangements. They will provide unequivocal and visible commitment and demonstrate the same leadership qualities in health and safety as they do in their academic/professional field. They have an essential and influential role in making sure that staff, students, visitors, and contractors are safe. All staff are required to maintain high levels of awareness and understanding, effective processes and positive behaviour at all levels.

This policy forms an integral part of the University's health and safety management system (SMS). It is supported by and should be read in conjunction with the detailed health and safety arrangements, which define the roles and responsibilities of students and staff at all levels, as well as the systems, processes and practice which must be applied. Together, these documents provide a framework within which the University will encourage, promote, and facilitate working practices and services that support health, safety and wellbeing, by preventing injuries and ill-health. This systematic approach reflects accepted sector and international standards and best practice. This policy confirms the University's commitment to provide the following:

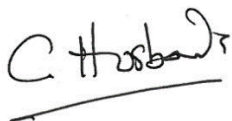
- Ensure compliance with the requirements of the Health and Safety at Work Act, the Management of Health and Safety at Work Regulations 1999 (as amended) and any further applicable regulations as a minimum requirement.
- A safe and healthy working environment including provision of safe equipment and systems of work.
- Leadership and management commitment, with clearly identified roles and responsibilities for health, safety, and wellbeing.
- Clearly documented roles, responsibilities, and authorities at all levels within the University, so that staff at each level of the University shall assume responsibility for those aspects of the SMS over which they have control.
- Information, instruction, training, and supervision to enable all colleagues and students to contribute to their own health, safety and wellbeing and that of others.
- Arrangements for the safe use, handling, storage, transport and safe disposal of equipment, materials and substances.
- A framework for continual improvement, including safety management systems, strategic plans, and objectives.

- Appropriate arrangements to eliminate hazards and control risks to colleagues, students and others affected by university business.
- Arrangements to enable the consultation and participation of colleagues and students.
- Appropriate procurement policies to ensure that only competent contractors and suppliers are engaged by the University.
- Management policies, guidance and support services that promote health, safety and wellbeing.
- Occupational Health and Safety performance analysis and evaluation of data to identify opportunities for improvement.
- Arrangements to respond to and manage the risk from Covid-19, any local outbreaks and variants of concern.

This policy and supporting arrangements, as part of the safety management system, sets out the principles and practices which managers and staff are required to apply to fulfil their legal responsibilities and demonstrate good management and leadership of health, safety and wellbeing. This approach reflects the principles set out in UCEA's [Leadership and management of health and safety in higher education institutions](#), the [HASMAP standard](#) and [ISO45001](#) which is the international health and safety standard for all sectors. This policy is supported by subject specific arrangements and guidance which may be found on the Health and Safety intranet site.

This policy applies to all staff, students, premises, and activities under the control of the University, including staff and students travelling off and between campuses in the UK or overseas on University business. If the policy is implemented effectively, not only will the risk of ill health, injury and damage be reduced, but also our students will carry forward a positive attitude to health and safety in their working lives. A person with authority within each function will coordinate and monitor the implementation of this policy.

This policy will be communicated through the University's website and will be reviewed at least annually.



Professor Sir Chris Husbands MA, PhD, PGCE
Vice-Chancellor of Sheffield Hallam University

8th June 2022