

To Vice-Presidents/Deans, Heads of Schools and Research Institutes, Directors in PSS, HoFAs

From Dr Melanie Taylor, Head of Safety Services

Date 20 October 2010

cc Registrar and Secretary, Prof M Case, Dr D Barker, School Safety Advisors, Safety Representatives

Reference Safety Circular 8/2010

University Health & Safety Policy 2010/11

University Health & Safety Procedure 2010/11

Action: Senior managers are asked to disseminate this circular to all staff and students.

It is a legal requirement for the University to keep its health & safety policy up-to-date and to draw it to the attention of its employees.

[Health & Safety Policy](#)

The University Health & Safety Committee has reviewed its health and safety policy, and an updated version for the forthcoming academic year was approved at Risk Committee on 14 October 2010. It includes a new introduction from Dame Professor Nancy Rothwell, and two amendments to do with communicating with staff and the University's health & safety plan.

[Health & Safety Procedure](#)

The more detailed arrangements for implementing the policy are described in the Health & Safety Procedure. No significant changes have been made to this document this year, although a comprehensive review is planned for next year. Comments are welcome even at this early stage, and should be sent to me.

A [1 page summary](#) of both documents is also available.

Further information is available from your usual safety co-ordinator.

Dr Melanie Taylor
Head of Safety Services