

Health and Safety Timeline

No	Event	Rational / Comment	Proposed Date
1	Update Health and Safety Policy	To bring up to date	13 May 2016
2	Meet with College Auditor	Advice and guidance, develop audit framework	20 May 2016
3	Health and Safety Meeting		7 June 2016
4	Policy Presentation to F&R	Board assurance	16 June 2016
5	Development of Approach <ul style="list-style-type: none"> - Inspections - Risk assessment - Communication - Reviewing Salus reports 		31 July 2016
6	Training for Club Officers <ul style="list-style-type: none"> - Risk assessment 		April through to June

Current Safety Initiatives:

No	Initiatives	By whom
1	Fire inspection visits	College Fire Officer
2	Beit Venue : Risk Assessments for external customers	Events Manager
3	Fire drills – organised by College Fire Officer	Twice a year
4	Commercial areas : Risk assessments <ul style="list-style-type: none"> - Catering - Bars - Metric 	Social Enterprise Manager
5	Attendance at College Health and Safety	Managing Director & Deputy President Finance and Services
Clubs, Societies and Projects		
6	Club Officer Training - summer	Student Development Manager in consultation with SMT
7	Risk Assessment for high risk activity	Student Activities Manager in consultation with College Safety
8	Annual Risk Assessments	Club Officers & committees

Discussion:

1. What steps can be taken to encourage a better reporting culture from CSP's?

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