

University of Warwick Health and Safety Newsletter

AUTUMN/WINTER EDITION 2024

Please see this editions 3 hot topics below



1.PERSONAL EMERGENCY EVACUATION PLAN (PEEP)

Individuals who need assistance during an evacuation will require a PEEP to ensure their safety. This plan outlines the specific measures and support needed for their safe evacuation in an emergency.

This form can be completed online and is available on the Health and Safety Services webpages

<https://warwick.ac.uk/services/healthsafetywellbeing/guidance/fire/assistedevacuation/>

2.FIELDWORK

A new University Fieldwork (Draft) Policy has been developed in line with the University Health & Safety Association (USHA) sector-guidance. The objective of this Policy is to ensure that the University of Warwick has established policies and procedures to enable staff, students and other participants to undertake fieldwork safely.

The Fieldwork (Draft) Policy includes a definition of fieldwork, including offsite visits and travel, a framework for managing fieldwork safely and a summary of legal liabilities.

A Fieldwork Guidance document has also been developed to assist Departments in the implementation of this Policy. These actions are intended to set a minimum standard of compliance for the University.

The Fieldwork (Draft) Policy, and other relevant guidance is published on the University Health & Safety Services webpages, via the link: [Fieldwork](#) and [Overseas Travel - Health and Safety](#).



3.COLD WEATHER

Darker evenings and colder weather can increase the risk of slips, trips and falls. Please take reasonable precautions when moving around campus, like sticking to official walkways and wearing footwear with good grip. Also please report any incidents or near misses using the [Accident/ Incident Report Form](#), and ensure colleagues know how to contact their [nearest first aider](#) if needed. If you are travelling around campus ensure you stay up to date with any 'campus changes' such as road closures and temporary traffic lights by viewing the webpage <https://warwick.ac.uk/about/campus-journey>.