([UoN Health and Safety Guidance for the Placement of HE Students](http://www.nottingham.ac.uk/safety/documents/placements.pdf))

Safety Office

Student placement Health and Safety agreement

Thank you for offering a work placement for University of Nottingham student(s). As a placement provider you will be aware that the student will be under your control and therefore you have a duty for ensuring their health and safety for the duration of the placement. .

To assist the University will: -

* Prepare the student for the placement and ensure they are aware of general health and safety aspects. Specifically they will be provided with written guidelines but these are of a general nature and do not include the specific information required for particular activities or workplaces;
* Give the student and you the opportunity to report to the University any problems experienced with regard to health and safety whilst on placement.
* Respond as appropriate to any health and safety issues that arise during the placement, raised by the student, you or a member of University staff.

**As a placement provider the University expects you to treat them in the same way as your employees with regards to their health, safety and welfare.**

The University has the following health and safety expectations of its placement providers for which it requires your signed acceptance prior to the placement going ahead: -

* Compliance with all relevant health and safety legislation;
* Provide the student with an induction in the workplace health and safety arrangements, including fire precautions, specific hazards and health and safety precautions;
* Include the student in the risk assessment programme as it affects activities undertaken by them.
* Provide appropriate instruction and training in working practices and in the particular control measures identified in the risk assessments;
* Facilitate any visits to the student undertaken by University staff during the placement;
* Provide ongoing supervision and training for the student in the performance of their duties;
* Ensure the University is notified of accidents or incidents involving the student that you are made aware of;
* Make any statutory notifications to HSE under RIDDOR Regulations
* Cooperate with the University as far as is necessary when it is following up on health and safety issues that are raised; and
* Ensuring that insurance is in place to cover liability for any injuries or ill health sustained by the student or any third party that is attributable to the activities of the student during the placement period.

**Additional requirements-** If there are specific technical or professional skills/competencies which you require please provide details here.

**Declaration [Delete statements as appropriate]**

*I AGREE THAT AS A PLACEMENT PROVIDER I AM ABLE TO MEET THE ABOVE EXPECTATIONS.*

*I AGREE THAT AS A PLACEMENT PROVIDER I AM ABLE TO MEET THE ABOVE EXPECTATIONS, SUBJECT TO THE ABOVE REQUIREMENTS BEING MET.*

*I AM UNABLE TO MEET THE ABOVE EXPECTATIONS*

|  |  |
| --- | --- |
| Name | Signature |
| Company Name | Date |
| Student Name |  |