

Information on Health & Safety for International Placement Providers

Re: Bournemouth University Student Placement: Health and Safety Issues

We would like to thank you for providing work-based learning opportunities to our students, and to clarify a few matters in relation to the health and safety of placement students from the University.

We have given the students basic information on health and safety; however, this is of a general nature and does not include the specific information needed for any particular job. The provision of induction training into your workplace health and safety arrangements remains your responsibility as this will include matters that you will be aware of (e.g., fire precautions, first aid, welfare arrangements etc.).

It is therefore made clear to our student that during the placement they will be treated in the same way you as your other employees.

Although we would expect that they prove to be effective, safe and reliable employees the students are not under the control of the University whilst on placement and it is up to you as the employer to manage their safety. This includes taking any action you deem necessary to ensure that the students are safe and do not hinder the safety of your employees or others.

Students on placements are also enrolled with the University for the academic year. This should not interfere with the relationship described above and is principally in order to facilitate the academic administration and support for the students during the placement.

We do recognise that the University has a duty of care towards the student whilst on placement and so in order to uphold its part in the University will:

- Inform you as the placement provider of what, if any, additional health and safety training the students has received from us.
- Request that students disclose to their placement provider any matters they know about which might affect the health and safety of themselves or others while they are on placement with you. Such information will only be shared with you by the University where the student has shared it with us and requests or consents that we disclose it to you.
- Encourage the student to participate in the placement preparation session(s) arranged by the University.

- Give the student an opportunity on their return to the University to feedback to us any problems they experienced with health and safety whilst with you on placement.
- Respond to any negative feedback received from the students in relation to health and safety practices at your premises by passing this information back to you in order to respond/rectify matters and confirm this back to us.

As it may be considered to be negligent of us to ask that you take on other students where we consider that there are unresolved health and safety problems, we reserve the right (and see it as our obligation) to suspend or prohibit visits until matters are resolved.

Insurance

It is assumed that you will have Employer Liability and Public Liability Insurances in place for the period of the placement and that these will apply to a placement student as they would to any regular member of your staff. If this is not the case, or if this creates any questions or problems, please let us know at the earliest possible date.