



11. School (Area) Safety Advisers

Heads of Schools are required to appoint a School (Area) Safety Adviser. There is no legal requirement for this appointment to be made, unlike that of School Radiation Supervisor. It is, however, a University Court requirement that all Schools must appoint, or arrange access to, a School Safety Adviser. No formal qualifications or standards of training for Health and Safety Advisers have yet been set down in any of the relevant legislation. Appropriate training, to assist School Safety Advisers to understand and perform their role and functions within their own Schools, is available from the Health and Safety Department. If no School Safety Adviser is appointed, the Head of School fulfils that role.

The School Safety Adviser is concerned with the day-to-day safety organisation within his or her School or building. Primary tasks are to advise and assist the Head of School in the management of all health and safety matters and liaise between the School and the Health and Safety Department. The School Safety Adviser will normally be a senior member of the academic or technical staff who has gained a wide experience and a sound understanding of the work carried out in his or her School/area. School Safety Advisers will require sufficient time to discharge their duties efficiently and should have the expertise necessary and the authority to perform these duties. The School Safety Adviser has no statutory obligations specifically laid upon him or her, but should act as a focus for the flow of health and safety information to, from and within their School or area.

In large Schools/areas the duties may be carried out by a number of employees, nominated by the Head of School (or equivalent) and these are referred to as Local Safety Advisers.

11.1 Professional Health and Safety Managers/Advisers

Many areas with high risks have appointed professional Health and Safety Managers/Advisers. Their main responsibility is to oversee the health and safety of their particular College, School or campus, as applicable. Their duties, therefore, will extend beyond the 'voluntary' School Safety Adviser role and this will be communicated within each particular College, School or work area by the Head of College, School or work area.

Professionally qualified health and safety practitioners embedded within Colleges, Schools or other management units also provide a valuable source of independent and objective advice in terms of regulation 7 of the Management of Health and Safety at Work Regulations.

Further guidance is available online at <http://www.ed.ac.uk/schools-departments/health-safety/safety-roles/school-area-advisers>.

Extract from Health and Safety Policy – Framework: Organisation
**([http://www.docs.csq.ed.ac.uk/Safety/Policy/Framework -
Organisation.pdf](http://www.docs.csq.ed.ac.uk/Safety/Policy/Framework-_Organisation.pdf)) dated 12/07/2017**