

## Health and Safety Advice for Students

Welcome to the University of Tasmania. We take seriously our responsibility to ensure a healthy and safe learning environment for all students, visitors and others. Please read this leaflet and keep it for future reference as it outlines health and safety advice and information. Important telephone numbers are listed at the end.

The University is a workplace and covered by Tasmania's work health and safety laws. Under these laws, as a student, you have a responsibility to yourself and others to undertake your activities at the University in a safe manner. How can you achieve this?

### *If you notice a hazard*

Hazards should be reported immediately to prevent incident and injury. Hazards can be reported online at MySAFETY at <https://secure.utas.edu.au/work-health-safety/mysafety-resources>

### *If you become ill or injured on campus*

- Seek assistance from a member of staff. In the case of emergency, raise the alarm by calling (0) 000, then **contact security on 7600 (Hobart), 0402 696 321 (Rozelle), 3336 (Launceston and Burnie)**.
- Ensure your illness or injury is adequately treated. The University has qualified first aid officers in most areas.

Report your injury or illness at <https://secure.utas.edu.au/work-health-safety/mysafety-resources>

- Claims for reimbursement of medical expenses related to these injuries may be available and can be made through your student body.

### *If you are injured on industry placement, field trip or off-campus performance*

- Follow the incident / injury reporting procedures within the particular workplace.
- Ensure the incident/ injury has been reported, as soon as practicable, to your placement coordinator/lecturer or contact a University staff member.
- Claims for reimbursement of medical expenses related to these injuries may be available and can be made through your student body.

### *If there is an emergency*

- If you are the first person at the scene of an emergency, ensure your own safety and raise the alarm by calling (0) 000 then notify Security **7600 (Hobart), 0402 696 321 (Rozelle), 3336 Launceston and Burnie**.
- In the event of an evacuation you should remain calm and follow the directions of staff members.
- Assemble at the assembly point nearest to the evacuation and await further instructions from fire wardens.

Further information is available at <http://www.utas.edu.au/campus-services/security-and-access>

## Health and Safety Advice for Students

*If you feel intimidated or in danger*

- Contact Security to report immediate threats.
- University Behaviour Contact Officers can also provide support and assistance. A full list can be found at <https://universitytasmania.sharepoint.com/sites/people/SitePages/University-Behaviour.aspx#https://universitytasmania.sharepoint.com/sites/people/SitePages/University-Behaviour.aspx>
- The University's student counselling service may also be able to assist – see their webpage at: <http://www.utas.edu.au/students/shw/counselling>

*There are policies to help ensure your health and safety*

These are available at the Policy and Delegation Website [WHS Policy Minimum Standards and Procedures](#)

Some particularly relevant policies include:

- [Smoke Free Areas Minimum Standard](#) (*note the University became Smoke Free on 31 May 2018*)
- [Working Safely in Laboratories, Workshops and Studios Minimum Standard](#)
- WHS Responsibilities of Managers, Staff & Students [Responsibilities Minimum Standard](#)

Lecture length is normally limited to 1 hour of continuous seated time. A 5-minute stretch break should be included each hour. This is to prevent muscular fatigue and blood circulation problems. Should you have any specific health requirements you should report this to your lecturer.

Teaching spaces are not to be overcrowded. Your lecturer will ask that you do not sit in aisles or place bags or personal belongings in passageways. Should safe access or egress be compromised, then alternate teaching arrangements will need to be made.

Speed Limits on all campuses must be observed (normally 10 kph).

### WHS Contact numbers

All areas: 03 6226 6298 Emergencies: 6226 7555  
Email: [health.safety@utas.edu.au](mailto:health.safety@utas.edu.au)

### Security contact numbers

Hobart: Urgent - 6226 7600 Non-Urgent - 6226 2046  
Launceston and Burnie: Urgent - 6324 3336 Non-Urgent - 6324 3444  
Rozelle 0402 696 321

### Student Counselling Services

Hobart: 6226 2697  
Launceston: 6324 3787  
Burnie: 6430 4949  
Sydney (02) 8572 7953  
Distance Students 1800 817 675

In unable to contact any of the above call Lifeline on 13 11 14