

STUDENT INTERNSHIP / PLACEMENT HEALTH AND SAFETY AGREEMENT

As an internship / placement provider you have a role in ensuring a student's health and safety whilst on internship / placement.

To assist the university will:-

- Prepare the student for the internship / placement and ensure they are aware of general health and safety aspects. Such preparation is of a general nature and does not include the specific information required for particular activities or workplaces;
- Give the student and you opportunity to report to the university any problems experienced with regard to health and safety whilst on internship / placement and
- Respond as appropriate to any health and safety issues that arise during the internship / placement, raised by the student, you or a member of University staff.

During the internship / placement period the duty of care for ensuring the health and safety of students is vested with the internship / placement provider.

To allow the University to fulfil its duty of care to our students, in arranging internship / placements, we require internship / placement providers to confirm their ability to meet the following health and safety requirements –

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| 1. Will you provide the student with an induction in the workplace health and safety arrangements, including fire precautions, specific hazards and safety precautions? | YES/NO |
| 2. Will you include the student in the risk assessment programme in relation to activities undertaken by them? | YES/NO |
| 3. Will you provide appropriate instruction and training in safe working practices and in any control measures identified in the risk assessments? | YES/NO |
| 4. Will you facilitate any visits to the student undertaken by University staff during the internship / placement? | YES/NO |
| 5. Will you provide ongoing supervision and training for the student in the performance of their duties? | YES/NO |
| 6. Will you notify the University of any accident or incident involving the student that you are made aware of? | YES/NO |
| 7. Will you co-operate with the University in relation to following up on health and safety issues that are raised? | YES/NO |
| 8. Will you comply with all relevant health and safety legislation? | YES/NO |
| 9. Do you have insurance in place to cover liability for any injuries or ill health sustained by the student that is attributable to their activities during the internship / placement? | YES/NO |

Name _____ **Position** _____

Signed _____ **Date** _____

Company name _____

Student name _____

Thank you for completing this form. Please contact the University if you require clarification on any matter.