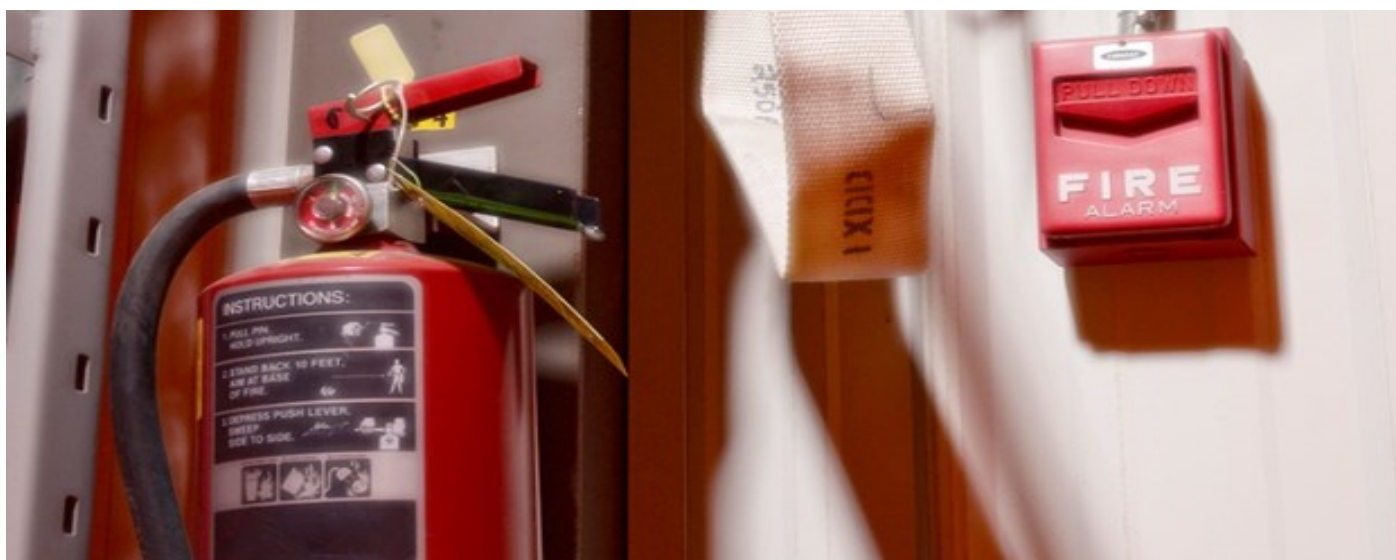


# Health and Safety Guide for Students



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## Staying safe at your Student Accommodation

People living in shared accommodation, such as university halls of residence and privately owned student accommodation, are 7 times more likely to have a fire. But what can be done to protect yourself against the risks?

### Stay Safe in the Kitchen:

Leicester Student Lettings accommodation is fitted with modern smoke and heat detector systems to provide the highest level of life safety.

Some of the most common sources of kitchen fire are from leaving cooking appliances on or unattended, steam from kettles, aerosol sprays and burning food.



**Fire door  
keep shut**

### Tenant's Responsibilities:

Never cover up smoke alarms or take out the batteries. Smoke alarms save lives - you are at least 8 times more likely to die in a fire without working smoke alarms.

Make sure that you are aware of fire escape routes in case of an emergency, and always remember to keep fire doors free from obstruction (and do not prop them open).

## Fire Extinguishers and Fire Blankets:

Fire extinguishers and fire blankets are provided in every flat. They should only be used on small fires and only if you have read and understood the instructions.

You should make sure you know where your fire blanket and fire extinguisher (if applicable) are. Never use these items if you will be putting yourself at risk.

Remember, if there is a fire the golden rule is:

**GET OUT, DIAL 999, AND**

## Flammable Items:



Many new students will be sent off to university with candles and incense to make their halls more homely, but such items pose a significant fire risk. Candles themselves cause more than 5 fires every day.

Always remember to blow out candles and incense sticks before going to sleep or leaving the room. Ensure that they are situated away from flammable items such as clothing, bedding or curtains, and paperwork, or to fully remove the risk, try battery powered candles or reed diffusers.

[smoking in rooms is banned in university accommodation, don't smoke in rooms and be careful not to drop ash on flammable objects].



## Electrical Safety:

With multiple students living under one roof, there can often be a number of health and safety hazards occurring. But electrical hazards, that are caused by faulty wiring and electrical design failures can be the most dangerous. And any Landlord has an important, legal obligation to provide safe electrical provision. So, what are the key electrical hazards in student accommodation? Well, there are several, including:

- overloading sockets
- faulty wiring



- Do make sure your landlord hasn't overloaded any sockets or extension leads prior to your arrival. This could cause overheating and even a fire, so make sure you check how the appliances supplied with the property are set up when you first move in.
- Do ensure that your property is fitted with a working smoke alarm. Test the alarm upon arrival in your house and again at regular intervals throughout the year.
- Don't carry out any electrical work in the property yourself, even if your landlord asks you to. Fixing electrical problems is the landlord's responsibility and they should employ a registered electrician to undertake all electrical work.
- Do make sure your landlord or fellow housemates do not store anything on top of your microwave as they can cause it to overheat.
- Don't cook when drunk – Although it may seem like a great idea to cook a fry up when you get in from a night out, DON'T. Your usual safety-conscious brain is likely to have been numbed with alcohol and your response rate will be a lot slower. This means you are more at risk of leaving ovens and hobs unattended as well as suffering burns.
- Do check that all appliances supplied with the property are in proper working order and do not bear any signs of damage or age. Things to look out for include cuts or abrasions to the cable, non-standard plugs, loose parts or screws and signs of overheating or burning.

## Kitchen Safety:

Kitchens contain all the elements needed for a fire - fuel, air and ignition sources. If the kitchen gets hot and smelly from cooking, open the win-



## Burns and scalds

Scalds can be caused by steam, hot water, hot soup or beverages, or hot oil, and burn injuries can be caused by hot utensils, flames, etc. To avoid these injuries:

- Lift lids off cooking utensils carefully to avoid the steam
- Turn pan handles away from you when cooking, to avoid knocking them
- Turn off the oven before going out, answering phone calls or attending to visitors
- Do not directly hold utensils containing hot liquids – use oven mitts





## Food hygiene:

**Washing your hands is important.**

Some germs can stay alive on our hands for up to three hours and in that time they can be spread to all the things you touch - including food and other people. So wash your hands regularly throughout the day and especially at these times. Remember germs spread more easily if hands are wet.

**Always wash your hands before**

- ◆ Preparing food
- ◆ Eating

**Always wash between:**

- ◆ Handling raw foods (meat, fish, poultry and eggs) and touching any other food or kitchen utensils

**Always wash after:**

- ◆ Handling raw foods, particularly meat, fish, and poultry
- ◆ Going to the toilet
- ◆ Touching refuse/waste bins
- ◆ Coughing or sneezing, especially if you are unwell



## Dangerous Substances:

Many substances used domestically are dangerous if not used with care. Only use substances for the purpose for which they are supplied. Before using any substances, check the directions for health and safety information and follow them carefully. Be particularly wary when using products marked as follows:



These will damage human tissue, causing painful and disfiguring burns. Protect your skin with a pair of good quality rubber or plastic gloves and keep arms covered. If in contact with eyes or skin wash off with lots of water immediately. If ingested seek immediate medical attention.



Most household substances – bleach, scouring powder, toilet cleaners, disinfectants, detergents etc. – are designed to dissolve grease and remove stains. Follow instructions on the label of household products. Take extra care with things such as aerosol cans of oven

## Domestic Hazards:

Many more accidents happen at home than at work. A simple safety routine, and attention to a few basic rules, can reduce the risk of accidents and injuries. Think carefully when storing things. Do not put heavy objects on high shelves if you can avoid it. They are more difficult to put up and take down, and if they fall, they are liable to inflict more serious injury.



Take great care with medicines. Students under medical supervision and taking regular doses of tablets or medicines should ensure these are kept in a secure place to reduce the risk of theft and misuse by others.

## Slips, trips and falls:

Being surrounded by clutter gives rise to the danger of slipping, tripping and falling. Keep trailing electrical leads to a minimum and out of your way, as you move about.

- ♦ DO NOT CLIMB OR SCALE BUILDINGS
- ♦ DO NOT SIT IN WINDOW OPENINGS OR ON WINDOW LEDGES
- ♦ DO NOT GAIN ACCESS TO ANY BUILDING ROOF



## Pest Prevention:

This is really your top priority when it comes to pest control. After all, it's better to prevent pests from taking up residence in your home in the first place.

First and foremost, you need to keep the place clean. It can be as simple as keeping an eye on the amount of food. Cleaning up and doing the dishes may not be top of your list of priorities, but it's worth getting into the habit.

Rats and similar vermin love food refuse, so you need to make sure you're getting rid of food waste appropriately. Keep all leftover food in sealed containers.

If you see any mice or droppings, please report this immediately via the maintenance email. At Leicester Student Lettings we do Pest Control Inspections every quarter in every single flat.





# Leicester Student Lettings

## Condensation Guide

- ♦ **Open windows** to allow air to circulate. Ideally, you should cross ventilate by opening windows at opposite sides of the house.
- ♦ **Keep heating on at a regular low temperature**—preventing rapid changes in the temperature will help reduce condensation. Also, try and make sure the heating is on throughout the house.
- ♦ **Don't dry your washing indoors** if possible. If you can, dry your clothes outside or at a laundrette. If you have no option but to dry indoors, then do so in the bathroom with the door closed and the window open or fan on. In no circumstances should you dry your clothes directly on the hot radiators.
- ♦ **Create less moisture**—put lids on pans when cooking and add cold water before hot water when running a bath and doing the washing up.
- ♦ **Keep doors shut** to stop the moist air spreading throughout your home—in particular the kitchen and bathroom doors.
- ♦ **Use all extractor fans** that you have, especially in the bathroom and kitchen.

## Maintenance

For any maintenance issues you are unable to repair we have a dedicated maintenance team which you can contact to resolve any problems that you may have. They will endeavour to address any problems as soon as they can. All maintenance issues can be reported through our website or by emailing us on [maintenance@leicesterstudents.co.uk](mailto:maintenance@leicesterstudents.co.uk).

Once you have reported a repair, the maintenance team are unable to inform tenants when they will be coming in to make repairs. This is due to the large number of queries they receive on a daily basis. It is assumed that once a maintenance issue has been reported, tenants are happy for our maintenance team to attend to the issue(s) as and when they can during our normal office hours (depending on the level of urgency).



If you have an emergency maintenance issue and our office is closed, please call Regent Security on **0845 371 0101**.

**Quote—70946**





## IMPORTANT – Fire Action

At Leicester Student Lettings we have built in Fire Safety systems of high standards that alert you to a real or potential fire, protect you from its effects and enable you to make your way to a place of safety.

Fire Notices Fire notices are posted throughout all buildings informing you of what to do in case of fire. Make sure that you are familiar with the arrangements in your building(s).

### If you discover a fire

- ♦ **Sound the alarm** by breaking the glass in the nearest fire alarm call point
- ♦ **Call the Fire Service** – Dial 999 (check the Fire action notice in the building)
- ♦ Tackle the fire only if you are trained and it is safe to do so – do not take risks
- ♦ **Make your way to the Assembly Point** and await instructions from Staff





## Getting Home Safely

Whether you've stayed late in the library, or attended an event on campus it's always important to consider how you are going to get back to your accommodation ahead of time. We've compiled a list of tips and suggestions to help ensure you have the best possible experience without compromising your safety:

- ♦ Before going out make sure you have your phone, keys and enough money on you to get home.
- ♦ Let a friend know where you're going, and tell them

## Walking

- ♦ Always make sure you plan your route ahead of time, and stick to paths with street lights.
- ♦ Walk with a friend or in small groups. If you have to walk alone, make sure you let a friend or family member know where you're going and the time you expect to arrive.

STAY SAFE!



## Public transport

- ♦ Wait in well-lit areas, and near other people if possible.
- ♦ Try to stay with friends, or sit near the driver on buses.
- ♦ Have the change for your fare ready before the bus arrives so that your purse or wallet is out of sight.
- ♦ Always check timetables for the last bus or train back, make sure you know which stop you need to get off at, and the route back to your accommodation from that stop.

## Taxis

- ♦ It can be helpful to save a couple of Leicester-based taxi company numbers in your phone.
- ♦ Putting your allocated taxi money in a separate pocket or in a different part of your wallet or bag can be helpful, as you may be less likely to spend it.
- ♦ When using services such as Uber, make sure you get in the right car. Check that all the details match the booking: the license plate, driver photo, and driver name. Uber rides can only be requested through the app, so never get in a car

