



Saraswathi College of Arts & Science, Vilappil

HEALTH AND SAFETY POLICY

Introduction

Saraswathi College of Arts and Science is committed to providing a safe and healthy environment for all its students, faculty, staff, and visitors. This policy outlines the college's commitment to health and safety, and the procedures and responsibilities in place to ensure a safe and healthy campus.

Scope

This policy applies to all individuals who are present on the Saraswathi College of Arts and Science campus, including students, faculty, staff, and visitors.

Policy Statement

The college is committed to:

- Provide a safe and healthy environment for education and work.
- Complying with all applicable health and safety laws and regulations.
- Promote awareness of health and safety practices among the entire community.
- Minimize hazards and risks in all campus activities, including laboratories, canteen services and recreational areas.
- Investigating accidents and incidents promptly and thoroughly.
- Taking corrective action to prevent similar incidents from occurring.

Responsibilities

- College Administration:
 - Develop and implement health and safety policies and procedures.
 - Ensure adequate resources are available for health and safety programs.
 - Conduct regular health and safety inspections.
 - Investigate accidents and incidents.
 - Take corrective action to prevent similar incidents.
- Faculty and Students:
 - Comply with all health and safety rules and procedures.
 - Report any hazardous conditions or unsafe practices promptly.
 - Participate in health and safety training.
 - Take reasonable care of their own safety and the safety of others.

Health and Safety Procedures:

- Risk Assessment:
 - Conduct regular risk assessments to identify and evaluate potential hazards in classrooms, laboratories, canteens, and other campus facilities.
 - Take appropriate measures to control or eliminate hazards.
- Control of Hazards:
 - Maintain clean and safe facilities, with proper waste disposal and sanitation.
- First Aid:
 - Maintain a well-stocked first aid kit in a readily accessible location.
 - Provide first aid training to designated staff members and students.
- Fire Safety:



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- Install and maintain smoke detectors and fire extinguishers: Regularly check and replace smoke detector batteries, and ensure fire extinguishers are serviced and operational.
- Install and maintain fire hoses and sprinklers: Ensure fire hoses and sprinkler systems are in good working condition and regularly inspected.
- Follow the building fire code: Adhere to local fire safety regulations and guidelines to ensure the safety of occupants and property.
- Electrical Safety:
 - Conduct regular inspections of electrical equipment.
 - Ensure that all electrical equipment is properly grounded and protected.

Incident Reporting and Investigation

- Investigate all accidents, injuries, or unsafe conditions promptly and thoroughly.
- Identify the root causes of accidents and incidents.
- Take corrective measures to prevent recurrence.

Monitoring and Evaluation

- Regular Inspections:
 - Conduct regular inspections of the campus to identify and address potential hazards.
 - Monitor compliance with health and safety laws and regulations.

Health and Wellness Programs

The college will promote physical and mental well-being through:

- Access to counselling services.
- Awareness programs on topics like nutrition, mental health, and substance abuse.

Surveillance: CCTV cameras are installed throughout the college to ensure the safety and security of students, faculty, and staff.

Emergency Medical Assistance: In the event that a student or faculty member falls ill or requires immediate attention, vehicle service will be promptly provided to transport the individual to the nearest clinic or hospital.