

## **SCHOOL RULES AND THE PRESENT PRINCIPLES OF HEALTH AND SAFETY AT WORK**

**On ....., the student was acquainted with the *School Rules* and the present  
general principles of health and safety at work**

**The student is obliged to:**

- Walk carefully and use only routes, entrances and exits designated for students;
- Move between the individual faculties and/or other school buildings and worksites on designated pavements or on the left edge of the road, walking no more than in pairs;
- Obey and follow instructions of the relevant teacher at other school activities – courses, training camps, practical education etc.;
- Walk on the right side in the school corridors, on stairs and staircases, at worksites and other premises and avoid leaning out of the windows;
- Follow the appropriate safety and fire regulations valid in buildings belonging to other entities where the students stay during events held out of the school premises; follow the established day regimen and instructions relating the night calm period;
- Participate in a training before commencement of any new school activity and follow the teacher's instructions. If the student does not understand anything or if something is not clear to him/her, he/she must ask the teacher for explanation;
- Follow the legal and other rules and instructions to ensure safety and health at work, established procedures and guidelines he/she has been acquainted with properly, and to follow the principles of safe conduct at worksites and the teacher's information. By his/her conduct, the student must avoid damaging another person's property and endangering other persons;
- Notify his/her teacher of all defects and insufficiencies that could endanger safety and health at work;
- Follow the relevant rules applicable to special classes, gymnasium, and other worksites;
- Avoid drinking alcoholic beverages and using other addictive drugs at all activities organized by the school, at worksites and during tuition, and avoid starting tuition under such addictive agents influence;

- Avoid smoking in the University premises and premises belonging to other entities, or at other events organized by the school. The student is obliged to care for his/her own health and his/her own safety as much as possible;
- Avoid damaging and maintain safety labels placed in the buildings and on the individual equipment used during tuition;
- Inform immediately his/her teacher or another member of the academic staff of the student's sickness or another change of health condition or injury, if the student's health condition allows so, and of another person's injury of which the student was a witness, and cooperate at examination of such injury causes;
- Participate in safety and health at works trainings organized by the school and undergo checking of their knowledge;
- Avoid using mobile phones and other electrical and gas appliances brought from home at school and other school premises during tuition, and avoid using open fire in the University premises or during stay in other buildings;

**Emergency numbers:**

- Medical emergency 155
- Fire brigade 150
- Police 158
- Municipal Police 156
- European emergency number 112 – recommended for foreigners; there should be an English-speaking person on the line

**University Hospital Hradec Králové**

- Sokolská 581, 500 05 Hradec Králové – Nový Hradec Králové
- Tel: +420 495 831 111

**Other information:**

- The student is obliged to have a proof of identity with him/her and a travel insurance document is recommended as well.
- Every first Wednesday of each month at 12:00 am, the warning and notification system is tested by an acoustic test of alarm sirens (by means of a test tone, i.e. an uninterrupted and unfaltering siren tone lasting for 140 seconds).

- Waste separation:

There are coloured containers in the streets for waste separation. The blue container is for paper; the yellow one for plastics; the green container is intended for coloured glass while the white one for clear glass; the brown container serves for biological waste. In some communities, milk, juice and wine boxes can be put into the yellow container. At some places, there are special vessels for them. Electrical waste and batteries must be put into special containers or to the special waste collection site.

We should separate all used material but the coloured containers cannot hold everything. Metals, dangerous waste and broken electrical appliances are collected at special waste collection sites or at sites announced for collection several times a year. Unused and expired medicines are collected by all pharmacies.

By signing below, I confirm I have completed the periodic training of safety and health at work and fire protection on the above given day. I understood it and will follow the instructions.

Surname, name:

Date:

Signature: