



Farm and Animal Areas



Access and visits to the HAU Farm are strictly by arrangement only. Bio-security is of major importance to us. We ask that you please follow all instructions posted on campus.

Please be aware that many large vehicles are moving across the campus as we have a working farm. Keep to footpaths.

Please observe the following safety measures when working on, or visiting, the farm and livestock areas, and act on notices posted.

- Do not touch, pet or feed the animals
- Do not touch the fencing or perimeter of where the animals are kept or enter animal enclosures
- Avoid startling the animals
- Remain with your host at all times
- Wear suitable footwear as the ground can be uneven and slippery
- Wear suitable clothing appropriate for outdoors and inclement weather
- Ensure you use the disinfected foot dips/mats when present
- Adhere to any instructions or signage as may be appropriate
- ALWAYS wash your hands thoroughly after visiting the Farm. Please do not eat, drink or smoke until after you have washed your hands.

Your host should kindly inform farm staff of any planned (group) visits so that they may be accommodated. Please note, that if you are pregnant or suspect you may be pregnant, do not visit the Beef and Sheep areas during March and April.

Parking at the farm is for farm staff only. Visitors should use the other available car parks across campus and walk to the farm using the main road. Please keep to the pedestrian side of the road or use the footpaths where available.

Emergency Contacts

If you have any queries, our staff will be pleased to help.

Main reception	01952 820280
Short course and Conference office	01952 815324 or 01952 815300
Security Guard/Porters	01952 815321
Security Guard mobile	07980 061128
First Aider (on campus)	01952 815599
Dentist	01952 811973
Doctor	01952 820400
Emergency Services	999 / 112
Taxis	01952 501050 or 01952 813636

If you have a disability or mobility requirement, please inform your host who will ensure that you have access to the areas you are visiting, including accessible toilets and lifts.

We hope you have a pleasant visit to our campus.



**Harper Adams
University**

Newport
Shropshire
TF10 8NB

harper.ac.uk



Visitor Information



**Harper Adams
University**

05.2022

Welcome to Harper Adams University

We hope that you have a safe, enjoyable and productive visit.

All visitors are required to record their attendance before arrival at www.harper-adams.ac.uk/visitor.

On arrival you should sign in at the reception area you have been directed to and sign out on departure.

Contractors will need to sign in at the Estates Office BEFORE they commence work.

Contractors must read and comply with Safety Guidance documentation issued by Harper Adams University.

Please observe any local rules in areas where additional personal protective equipment may need to be worn or other procedures need to be followed. All contractors MUST provide and wear their own personal protective equipment (PPE) when it is required as part of their activity and risk assessment. Visitors will be provided with any necessary PPE and safety equipment as required for the areas you are visiting.

Should you wish to wear a clean face-covering whilst you are on campus, then you may do so.

Visitors and contractors may be asked to wear a visitors' badge for the duration of your visit. Contact details will be taken from you upon arrival in case of an emergency. Further details of GDPR can be found on the visitor section of the website.

You should be met and accompanied by your host. Please follow all information and mandatory signage.

Your host will direct you to refreshment outlets and toilet/washroom facilities as necessary.

Please ensure you have parked in the correct parking zone and displayed the relevant car park pass.



Fire and Safety



The fire alarm is a very loud distinctive siren. If you hear this, please leave the building by the nearest safe fire exit and make your way to the assembly point. Assembly points are located in car parks adjacent to the building you are evacuating. Please do not return to the building to collect personal belongings. When it is safe, you will be instructed that you may re-enter the building.

Refuge areas are located by stairwells. Should you be unable to evacuate using the staircase please wait in these areas. A phone or call point in the refuge area should be pressed and this will alert the security team to your location. There are trained Fire Marshalls on-site so please follow any instructions they may issue.

The fire alarm is tested weekly on Wednesday and the alarm will sound for 10-20 seconds. This is a test - do not evacuate. In the event of a fire, please sound the alarm by pressing the break glass point (red box) in the corridor or room and evacuate the building using the nearest fire exit. Make your way to the fire assembly point.



In the event of an emergency



If you require First Aid treatment please call 01952 815599. This will go through to Reception/Security who will find out your location and send a first aider to assist you. Once the first aider has treated you they will complete an accident form by taking your details.

In the event of a fire or accident requiring Emergency Services (Fire brigade or Ambulance) please call 999. If you are using an internal phone please dial 9 for an outside line i.e. 9-999. Any call to emergency services should be reported to Reception/Security by calling 01952 815599 (or 5599 on an internal phone) so they are aware of the incident and can assist accordingly.



General information



General smoking or vaping is not permitted within any university buildings or vehicles. Please smoke or vape outdoors keeping a five-meter distance away from entrances, exits and open windows. There are smoking bins located across campus with outdoor seating.

Please note that the roads and car parks across campus are limited to 5mph. Caynton Road is a 30mph zone and the B5062 is 40mph. A map of the campus can be provided upon request.

Toilet and washroom facilities will be accessible and highlighted to you upon arrival.

Catering outlets serving refreshments may be available across campus.

Whilst on campus you may be able to connect to our wireless network. Please request the password from your host.

If you have symptoms of a respiratory infection, such as flu or COVID, then you should not visit the campus until you are well again. Please inform your host and they will make some new arrangements for you to visit another time.

Whilst on campus please ensure you regularly wash your hands and use the hand sanitiser available. Face coverings will be available should you wish to use one.