

STEP 3: Placement Authorisation	By Whom
<ul style="list-style-type: none"> • Consider the Placement, making sure that the Host can meet the requirements defined by: <ul style="list-style-type: none"> ○ The University Procedure for Placement Learning ○ Criteria defined by Professional Bodies or Sponsors ○ USHA Guidance on Health and Safety of Placements for HE Students 	Placement Coordinator -or other(s) authorized by School/College
<ul style="list-style-type: none"> • Formally issue the Placement Form to the Host, who must complete and sign Section B. NOTE: An additional H&S Placement Checklist is available, if required 	Placement Coordinator/ Student
<ul style="list-style-type: none"> • On receipt from the Host of the completed Section B of the Placement Form consider the health and safety risks and agree pre-placement information and training required 	Placement Coordinator/ Student
<ul style="list-style-type: none"> • Following this, confirm suitability of the Placement and sign and date the Form 	Placement Coordinator/ Student
<ul style="list-style-type: none"> • NOTE: For all overseas Placements, a suitable Risk Assessment must be in place for both the work/study placement activities and overseas travel/stay 	