



Te Korowai Whakaruruhau

Health, Safety and Wellbeing Service



April 2024

Kia ora Koutou

With Autumn upon us it is important to take a moment to consider the unique health and safety challenges this Season of the year presents. One we know too well on Campus is that of slippery leaves coating our footpaths as potential hazards.

Please be mindful, stay safe and report both safe and unsafe observations on [Damstra](#) using the "Report HSW Incident" under Intranet Tools. In doing this, you will help protect yourself as well as others within our University Community.

In this issue, topics covered include:

- Adjusting to Daylight Savings Time
- Dates this Month
- If you See Something, Say Something
- Flu Vaccinations and Popups 2024
- Cutting Screen Time *
- Health and Safety Fun Facts
- HSW Course of Interest
- Health, Safety and Wellbeing Community of Interest

Angus Clark
Associate Director – HSW



Adjusting to Daylight Savings Time

April 7th was daylight savings time again and while winding back the clocks one hour to enjoy some extra sleep might sound good, not getting up at your usual time could impact your ability to sleep at night.

This is because daylight savings takes our body clocks out of its regular rhythm and according to many experts gives us a form of jetlag. Here are some tips and tricks to help with adjustment:

- ✚ Get up early and maximise your daylight exposure
- ✚ Establish a consistent sleep routine
- ✚ Go to bed earlier; between 10pm and midnight can offer some of the best and most restorative sleep.
- ✚ Avoid caffeine as it can stay in your body for up to 10 hours



Dates This Month

- International Day of Sports for Development and Peace 6 April
- Daylight Savings 7 April
- World Health Day 7 April
- World Earth Day 22 April
- Mid-semester Break 29 March – 12 April
- Anzac Day 25 April
- World Day for Safety and Health at Work 28 April

SAFETY OBSERVATIONS

See  something → Say  something

Reporting **OBSERVATIONS** helps keep everyone safe. Your observations, both positive and negative, are vital for improving organisational safety.

Positive observations show what's working well and can inspire others. Negative observations help identify hazards before accidents happen.

By reporting safety observations, we can help:

- Prevent accidents and injuries
- Improve safety procedures
- Build a strong safety culture

Let's all work together to create a safe and healthy environment.



<https://auckland.ac.nz/how-report>

Flu Vaccinations 2024

Free of charge for all staff and students

List of Popup Locations, Dates and Times

City

| | | | | |
|-----|-----------------------|----------------------|----------------------|--------------------------------------|
| 201 | Tuesday Thursday | 30 April 2 May | 9am-1pm 1pm-4pm | Staff & Students Staff & Students |
| 260 | Wednesday Thursday | 16 April 17 April | 10am-2pm 10am-2pm | Staff & Students Staff & Students |
| 402 | Wednesday | 8 May | 10am-2pm | Staff & Students |

Grafton

| | | | | |
|-----|-----------|----------|---------|---------------|
| 507 | Thursday | 18 April | 9am-4pm | Staff Only |
| | Friday | 19 April | 9am-4pm | Staff Only |
| | Monday | 22 April | 9am-4pm | Students Only |
| | Tuesday | 23 April | 9am-4pm | Students Only |
| | Wednesday | 24 April | 9am-4pm | Students Only |

Newmarket

| | | | | |
|-----|-----------|-------|----------|------------------|
| 903 | Wednesday | 1 May | 10am-2pm | Staff & Students |
|-----|-----------|-------|----------|------------------|

Tai Tonga

| | | | | |
|----------------------------|----------|-------|----------|------------------|
| 6 Osterley Way, Manukau | Thursday | 9 May | 12pm-1pm | Staff & Students |
|----------------------------|----------|-------|----------|------------------|

Keep an eye out for communications within your faculty/division with links for making a booking.



Cutting Screen Time to Improve Your Health

Spending hours looking at a screen each day can take its toll on your health, but you can reduce your screen time and still be productive.

1. Limit the time spent checking emails and social media. With the world at your fingertips thanks to smartphones, it's easy to keep checking your emails long after work is over, or on your breaks. Equally it's easy to swap one screen for another and check social media when you're taking a break from looking at your laptop or waiting for something to load. This will result in spending a lot more time looking at a screen than you think. The minutes will soon clock up, and as well as eye fatigue, you'll start to suffer from poor posture from looking down at your devices.

Create boundaries with workplace communications, consider if you really need your work emails on your phone, and try picking up a book or doing some quick exercises instead of checking socials. After a while, you'll drop the screen habit.

2. Schedule regular breaks. It can be easy to lose track of time when you're looking at a screen, especially if you're on a deadline or are focused on a specific task. If this sounds familiar, you may benefit from setting a timer to encourage you to take regular breaks. Whilst everyone will have individual preferences, as well as break times at work, some people find that blocking their days into focus chunks or using the [Pomodoro method](#) can help them stay productive and remember to look away from their screens once in a while.

3. Use apps that track and limit daily screen time usage. Whilst it may seem counterintuitive to use technology to limit screen time, there are some great apps out there that can help you understand just how much time you're spending on your devices. Sometimes, seeing the numbers written down can help drive it home just how much of your day you're spending looking at screens. You can also use apps to help you focus – from ones that grow a tree for every 25 minutes you don't pick up your phone, to ones that lock your non-work apps for a set time period, technology doesn't have to be all bad.

For more guidance on responsible screen time: [Encouraging Responsible Screen Time - JAM](#)

Courses

***NEW* Incident Management & Investigation Course**

This course will equip individuals responsible for conducting incident investigations with the skills needed to effectively manage an incident scene and conduct effective investigations. Find a date and time [here](#)

Health and Safety Fun Facts

- ❖ Simple safety signs reduce the risk of accidents at work by 80%.
- ❖ Injuries in the workplace can reduce by 18.5% after 10 hours of health and safety training.
- ❖ When visiting a zoo don't sit on the fence as you might fall in, the animal may eat you and this may make them sick. 🤢

Topic of Interest?

Do you have a specific topic of interest you would like covered in this newsletter please reach out to Susan Williams via hsw@auckland.ac.nz and together let's cultivate a community that thrives on the principles of care, resilience, collective support, and safety.

HSW Community of Interest Group

To express your interest or join the HSW Community of Interest (CoI) group please email the Health, Safety and Wellbeing Team via hsw@auckland.ac.nz

Your HSW Team

Should you need to contact the University of Auckland's Health, Safety and Wellbeing Team your contacts can be found [here](#)

Thank you for taking the time to read your HSW Newsletter!

- END -