

Graduate Accommodation

PAT Testing Policy



PAT Testing Policy

1 Introduction

This policy sets out the approach to Portable Appliance Testing (PAT) in University Graduate Accommodation. It aims to ensure the safety of residents, staff, and visitors by reducing the risk of electrical hazards associated with portable electrical appliances.

2. Definitions

Portable Appliance Testing (PAT): A routine inspection and testing process used to ensure electrical appliances are safe to use.

University-provided Appliances: Any electrical equipment supplied by the University for use within University Graduate Accommodation (e.g. kettles, toasters, fridges)

Personal Appliances: Any electrical equipment owned or brought in by residents.

3. Responsibilities

3.1 University Responsibilities

The University will:

- Arrange annual PAT testing of all University-provided electrical appliances within student accommodation.
- Ensure that testing is carried out by a competent person in accordance with relevant regulations and guidance.
- Maintain records of testing and ensure defective equipment is removed, repaired, or replaced promptly.
- Provide opportunities for students to have personal appliances tested through termly drop-in PAT testing sessions at key accommodation locations.
- Communicate this policy and relevant safety guidance to students.

3.2 Tenant Responsibilities

Tenants are responsible for:

- Ensuring that any personal electrical appliances they or their family members or associates bring into accommodation are safe and in good working condition.
- Arranging PAT testing for their personal appliances where applicable.
- Attending University-provided drop-in PAT testing sessions where appropriate.
- Removing from use any appliance that appears damaged or unsafe.

- Complying with any restrictions on prohibited or high-risk appliances as outlined in accommodation regulations.

4. PAT Testing Arrangements

4.1 University-provided Appliances

- All University-provided appliances will undergo PAT testing annually.
- Advanced notice will be provided to tenants of access required to accommodation to complete this in accordance with the Tenancy Agreement
- Appliances will be labelled to indicate the date of testing and next due date.

4.2 Personal Appliances

- Students are responsible for ensuring their personal appliances are PAT tested where required.
- The University supports this by offering termly drop-in PAT testing sessions at designated locations.
- Details of dates, times, and locations will be communicated to students in advance

5. Non-compliant or Unsafe Equipment

- Any University-owned appliance identified as unsafe or presenting a hazard will be removed from service and repaired or replaced by the University.
- Any student-owned appliance identified as unsafe during routine inspections by the Graduate Accommodation team will be unplugged and a hazard warning sticker applied.
- The student will be informed of the issue either in person or via email, with guidance on required action (e.g., removal, repair, or PAT testing).
- Students are responsible for resolving issues with their personal appliances before returning them to use.
- The University reserves the right to take further action if unsafe appliances continue to be used.