



ASBESTOS LOCAL MANAGEMENT POLICY

Issue No 44

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Purpose

The Governors and Head Teacher are committed to meeting their responsibilities under the Control of Asbestos Regulations 2012 and the Asbestos Management Plan 2014 produced by the Bedford Borough Council (Appendix A).

Aims

To ensure, as far as possible, that all asbestos within the school is identified, regularly inspected and that all members of staff, contractors, maintenance operatives, and all persons using the school premises e.g. the PTA or hirers of the school building and the emergency services are informed of its location as necessary.

Details.

1. Responsibilities

The Head Teacher is responsible for the overall control of asbestos related matters, including the annual inspections carried out by the Property Services Department of the Bedford Borough Council, updating the records and providing information to all members of staff, contractors, maintenance operatives, and all persons using the school premises as indicated above and the emergency services as necessary.

The Head Teacher will inform all staff and all persons mentioned above, by providing them with a copy of this plan that

- You can only be exposed to asbestos if you distribute fibres into the air that you breath;
- That all asbestos in good condition should be left in place;
- That exposure to asbestos should be avoided and that risk increases as the level, duration and frequency of exposure increases;
- That the increased risk to health from a one-off accidental exposure is negligible and not a cause for concern;
- To contact the Head Teacher in the event of any identified asbestos material becoming damaged.
- As asbestos has been located in certain parts of the roof space, the ceiling tiles in every room will remain in situ. UNDER NO CIRCUMSTANCES WILL ANY MEMBER OF STAFF MOVE ANY CELING TILE. Regular reminders will be sent out to all staff.
- Each term a visual inspection of all ceiling tiles throughout the school will be carried out by the Site Agent and a report placed in the Asbestos Register. Any disturbance will be reported immediately and appropriate action taken.
- Asbestos has also been located in the boiler room. NO DRILLING INTO OR AFIXING TO THE BOILER ROOM WALLS IS PERMITTED.

All contractors or maintenance operatives will be informed by the Head teacher, who may delegate this task to the Site Agent, or in the event of the Site Agents absence from the school site, any other responsible member of staff, of:

- All of the above;
- The locations of any asbestos materials on the school site plan with photographs (if

available) and where the asbestos is located in relation to where the contractors will be working

- The need to read and sign the asbestos register of materials;
- The requirements to wear appropriate personal protective equipment and carry out work in compliance with HSE guidance.

2. Register of asbestos materials.

2.1 A register identifying all known asbestos and its location will be maintained by the Head Teacher and held in the school office. All inspections will be recorded in the register.

2.2 Anyone visiting the school to carry out repairs/maintenance will be shown and asked to sign the register before commencing any work.

Where it is shown that asbestos containing materials (ACM's) are likely to be damaged/ worked on, no work will take place until an appropriate method statement of work is produced.

3. Discovery of Asbestos not include in the register.

If asbestos containing materials or materials suspected of containing asbestos is discovered, the area concerned must be isolated and the Head Teacher notified. The Head Teacher will contact the Design Services Team at Bedford Borough Council in accordance with paragraph 3 of the Bedford Borough Council Asbestos Management plan 2014.

4. Assessment, Recording and Reporting

All registers will be checked regularly by the Buildings and Site Committee.

5. Management Support.

The operation of this policy will be monitored by the Head Teacher and the Building and Site Committee.

Equal Opportunities

Scott Lower School is committed to working towards equality of opportunity for all children regardless of age, ability, gender, race and social circumstances. All pupils are of equal value and have the same right to take part in the varied activities and opportunities wherever possible. All opportunities for learning should be offered in a way which allows all children access and the ability to progress at their stage of understanding.

Disability Discrimination

Scott Lower School is committed to having due regard to the following

The Equality act 2010 places a duty on all public authorities, including schools, when carrying out their functions, to have due regard to the need to:

- Promote equality of opportunity between disabled persons and other persons
- Eliminate discrimination that is unlawful under the Act
- Eliminate harassment of disabled persons that is related to their disabilities
- Promote positive attitudes towards disabled persons
- Encourage participation by disabled persons in public life
- Take steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons.