



# Management of Asbestos Policy

Next Review by John Clifford School: September 2021



## Introduction

The purpose of this policy is to provide advice and instruction for all persons involved in work with asbestos containing materials (ACM) in connection with The White Hills Park Trust. The Trust recognises and accepts its responsibilities to ensure the effective and safe management of ACM within its premises in accordance with current Health and Safety (H&S) legislation.

John Clifford School will make use of information gathered from an asbestos survey produced on behalf of Nottinghamshire County Council that identifies the location, type and condition of ACM within the premises. Such information has been recorded on a register that forms part of the Asbestos Management Plan and will be relayed to employee, contractors and occupiers as necessary to ensure the Health, Safety and Welfare of all persons who may be affected by work that may present a risk of asbestos fibre release.

Only organisations that have received adequate information, instruction and training and are correctly licensed will be authorised to carry out sampling, encapsulation and removal work involving ACM.

Where the presence of ACM is found or strongly suspected, a hierarchy of control measures will be followed;

- Any asbestos products that are undamaged (as determined by a suitably qualified person on an individual basis), such as roofing sheets, guttering and flue pipes, which do not constitute a hazard, may remain in place but their condition must be monitored on a regular basis by the person(s) nominated as responsible for the building.
- If the material is slightly damaged, but otherwise in a sound condition (as determined by a suitably qualified person on an individual basis) or located in such a position that it may present a future risk to health if it is left untreated, it may be repaired and/or sealed by an approved method and periodically inspected to ensure its condition has not deteriorated. All work carried out must be recorded in the register/survey.
- If the material is in such a condition that it presents a risk to health, or may be disturbed by maintenance work, it should be removed by an approved licensed contractor.

## Statement of Intent

It is the policy of The White Hills Park Trust to ensure that, as far as is reasonably practicable; no persons are exposed to risks to their health due to the release of particles derived from any ACM that

may be present within the premises. This includes students, staff, parents, visitors, contractors and others who are reasonably expected to be present on the premises.

## **Policy Statement**

John Clifford School's Asbestos Policy conforms to the Health and Safety at Work etc. Act 1974, and the Control of Asbestos at Work Regulations 2006. The policy and procedures will apply to all buildings and all individuals therein, without exception.

John Clifford School policy on asbestos and ACM has the following requirements;

- To ensure the prevention of exposure to hazards associated with ACM to students, teachers, staff, parents, visitors, contractors and others who are reasonably expected to be present on the premises.
- To ensure that all buildings are surveyed to identify any ACM that may be present therein prior to any invasive works and to prepare and maintain an asbestos register for all buildings (including regular reviews and to update records of any treatment and/or removal works undertaken).
- All buildings will be assumed to contain ACM unless there is evidence to prove otherwise.
- To ensure that there is an effective system for the management of all ACM identified in the register.
- To implement an effective management strategy in order that appropriate measures such as encapsulation, labelling, inspection, and working with or removal of the material can be undertaken.
- To provide information on ACM to contractors and others who may be working in areas with, or near, asbestos as identified in surveys or assumed to be present.
- To review the Asbestos Management Policy and Procedures every two years or on a reportable incident.
- To promote awareness of the risks from ACM and inform relevant staff about the Trust's management procedures including a suitable induction procedure for new staff.
- To ensure that all contractors and subcontractors engaged to carry out work on any of the Trust's buildings are provided with a summary listing of all locations that contain, or are strongly suspected of containing, asbestos to ensure that the appropriate procedures and precautions are followed.
- To ensure that the appropriate procedures and precautions are followed by all staff either of the Trust or of contractors/subcontractors to prevent the release of asbestos particles.
- To ensure that any ACM that may be present in any of the buildings is maintained in a condition so as to prevent the possibility of any harm to health occurring.
- Ensure a commitment from school staff to comply with all relevant asbestos legislation, Approved Codes of Practice, Health and Safety Guidance Notes, and that the Nominated Officer or Site Duty Officers will arrange the safe disposal of any asbestos waste in accordance with the appropriate legislation.

- Provide adequate resources to ensure the provision of appropriate information, instruction and training.
- Licensed contractors and/or subcontractors, in accordance with HSE recommendations, must carry out all work to ACM, irrespective of the length of time any job is to take or the type of asbestos involved.

## **Management of Asbestos – Organisation and Arrangements**

John Clifford School acknowledges the potentially fatal health hazards arising from the exposure to airborne particles of asbestos and will therefore act to ensure that as far as reasonably practicable that no one will be exposed to the risk of the release of asbestos particles.

The policies and procedures will apply to all buildings and all individuals present on the premises without exception.

The policy will ensure a commitment to comply with all relevant asbestos legislation, Approved Codes of Practice, Health and Safety Guidance Notes, and the individual site Local Asbestos Management Plan (LAMP) to commit to the safe disposal of any asbestos waste in accordance with the appropriate legislation.

The White Hills Park Trust shall be tasked with reviewing and revising, where necessary, the policy and procedures to meet with continuing requirements.

This policy document should be read in the context of The White Hills Park Trust's Health and Safety Policy and the individual site LAMPs.

## **Responsibilities**

All those who have responsibility for the control and maintenance and/or repair of the Trust premises have a duty to effectively manage the ACM present in the premises to prevent any hazard to health. Details of these responsibilities are recorded in the individual site LAMPs.

The extent of the legal duty is determined by the terms of any tenancy agreement or contract that applies, and in the absence of any such agreement, on the degree of control the party has over the premises.

Therefore, the Headteacher, with the Chair of Governors, supported by the Site team, will;

- take reasonable steps to determine the location and condition of materials likely to contain asbestos and maintain an up-to-date register of this information;

- presume materials contain asbestos unless there is strong evidence that they do not;
- undertake and record regular visual checks on the condition of the ACMs or presumed ACMs in the premises;
- assess the risk of the likelihood of anyone being exposed to fibres from these materials;
- up to date the LAMP setting out how the risks from the materials are to be managed;
- take the necessary steps to put the plan into action;
- review and monitor the plan periodically; and
- provide information on the location and condition of the materials to anyone who is liable to work on or disturb them.