



PHOENIX
PRIMARY SCHOOL

ASBESTOS MANAGEMENT POLICY

REVIEWED SEPTEMBER 2020

A **Beyond** ACADEMY
SCHOOLS TRUST

Asbestos Management Policy

The aims of this Phoenix Primary School policy are:

- to prevent or minimise the risk from asbestos to the students, staff and public, so far as is reasonably practicable by effectively managing and controlling work where asbestos materials are present, in accordance with Approved Codes of Practice and Guidance.
- Ensure that an appropriate system for managing Asbestos-containing materials (ACMs) is installed, maintained and implemented
- Promote awareness of ACM risks
- Provide adequate resources to ensure the provision of appropriate information, instruction and training

The Health and Safety at Work etc. Act 1974 (HASAWA) requires an employer to conduct their work in such a way that their employees will not be exposed to health and safety risks, and to provide information to other people about their workplace that might affect their health and safety.

The Control of Asbestos Regulations 2012 (CAR) requires employers to prevent the exposure of their employees to asbestos, or where this is not practicable, to reduce the exposure to the lowest possible level. CAR includes a regulation placing a duty on those who have repair and maintenance responsibilities for premises to manage the risk from asbestos in those premises.

Asbestos Management Action Plan

In accordance with the requirements of the Control of Asbestos at Work Regulations 2012, the following sets out the actions taken in Phoenix Primary School to manage the asbestos containing materials in the building.

1. Following the receipt of the survey information from ACE asbestos Consultants to the Environment Limited dated 6th July 2011, the areas of the school which have asbestos-containing materials (ACMs) that are vulnerable to damage have been identified.
2. Where the survey has identified that asbestos containing materials are present, staff have been given access to the survey to identify the areas concerned.
3. A copy of the survey report and plan is held in the reception and an electronic copy is readily available. Anyone visiting the school to carry out maintenance/repairs will be shown the survey report and plan before undertaking any work. This will be provided by the Premises manager and/or reception. Where the plan indicates there are asbestos containing materials (ACMs) likely to be damaged/worked on, work will not take place until an appropriate method statement of work is produced.
4. The survey report/plan serves as the register of ACMs for the school. When any of the asbestos containing materials are removed, the survey information will be amended.
5. A monthly inspection is made by the Premises manager of all accessible asbestos containing materials and any damage recorded. When damage has occurred, the Headteacher must be informed immediately. The Premises manager will contact an asbestos specialist immediately regarding sealing, removal and encapsulation.



Asbestos Emergency Plan for Phoenix Primary School

Following any uncontrolled release of known or suspected asbestos-containing material (ACM), by accidental or deliberate damage, the following controls are to be followed:

1. Immediately following the event, any work in the area is to cease and access to the area is to be prohibited.
2. Ensure that all staff are aware to avoid the area involved, and that it is sealed off as quickly as possible.
3. Contact the appropriate Built Environment Officer, the Medway Council Asbestos Section and the Schools Health and Safety Team to report the situation and for further guidance.
4. Ensure that there is a plan of work prepared by a duly licensed contractor prior to the start of work, and that the appropriate licenses have been issued, in accordance with the Health and Safety Executive requirements.
5. Once the remedial works are complete, ensure that the visual inspection and the air sampling results are satisfactory.
6. Record all work undertaken (including incomplete work) in the asbestos register.
7. Continue to monitor and manage any residual asbestos.

This policy links to our Health and Safety Policy.



Procedure-Notification and Management

