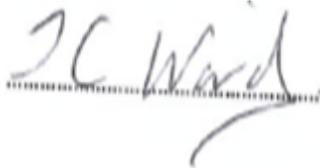




COSHH Policy

Date	Review Date
April 2021	April 2022

Head teacher:		Date:	20/04/2021
Chair of Governing Body:		Date:	20/04/2021

Introduction

The Governing Body of Girnhill Infant School are in agreement with the Health and Safety Commission that it 'does not consider education to be a high risk activity in terms of exposure to hazardous substances and, in general, the requirements of Control of Substances Hazardous to Health (COSHH) Regulations 2002 are in line with what is already good working practice in academies.

We will protect pupils, school personnel and visitors from exposure to hazardous substances by an effective system of risk assessment and preventative control measures. Although no chemical substance can be regarded as completely safe, we have in place safety measures in order to prevent the exposure of pupils and school personnel to substances that are hazardous to health.

We will have regard to the HSE guidance document attached as Appendix A.

This policy should be read in conjunction with the WMDC Workplace Inspection Checklist that is attached as Appendix B.

Definition - What is a Substance Hazardous to Health?

Substances can take many forms and include:

- Chemicals;
- Products containing chemicals;
- Fumes;
- Dusts;
- Vapours;
- Mists;
- Nanotechnology;
- Gases and asphyxiating gases and
- Biological agents (germs). If the packaging has any of the hazard symbols then it is classed as a hazardous substance.
- Germs that cause diseases such as leptospirosis or legionnaires disease and germs used in laboratories.

COSHH does not cover the following because these have their own specific regulations:

- Lead;
- Asbestos or
- Radioactive substances.

Aims

To have in place safety procedures to prevent the exposure of pupils and school personnel to substances that are hazardous to health, □ To control any exposure to substances to within acceptable limits □ To comply with all COSHH regulations.

Roles and Responsibilities

Role of the Governing Body

The Governing Body has:

- Appointed a member of staff to be responsible for Health and Safety;
- Delegated powers and responsibilities to the Headteacher to ensure all school personnel and visitors to the academy are aware of and comply with this policy;
- Responsibility for ensuring funding is in place to support this policy;
- Responsibility for ensuring policies are made available to parents;
- Nominated a link governor to visit the academy regularly, to liaise with the coordinator and to report back to the Governing Body;
- Responsibility for the effective implementation, monitoring and evaluation of this policy

Role of the Headteacher

The Headteacher will:

- Ensure all academy personnel, pupils and parents are aware of and comply with this policy;
- Work closely with the Health and Safety coordinator;
- Identify and have itemised all substances hazardous to health;
- Undertake risk assessments to prevent everyone in the school community being exposed to hazardous substances;
- Have in place preventative control measures;

- Ensure the safe use, handling, storing and transporting of substances;
- Have in place emergency procedures to deal with any accident with hazardous substances;
- Organise training for the appropriate school personnel;
- Monitor the effectiveness of this policy;
- Annually report to the Governing Body on the success and development of this policy.

Role of Academy Personnel

Academy personnel will comply with all aspects of this policy.

Inventory

- An inventory is in place of all substances hazardous to health;
- Detailed information accompanies each hazardous substance.

Risk Assessments

Risk assessments are in place of the exposure of staff and pupils to hazardous substances. There is an annual review of all risk assessments.

Control Measures

- Assessment is undertaken of all school activities and operations which involve or may involve exposure to substances hazardous to health;
- However, if the substance cannot be eliminated or substituted then suitable control measures are put into place;
- Every three years all academy activities and operations using hazardous substances are reassessed.

Protective Equipment

- Staff and pupils are provided with personal safety equipment when and where required;
- All safety equipment is reviewed annually and replaced if need be. **Training and Information** All staff are provided with:
- Appropriate training;

- Up to date information on the nature of hazardous substances.

Monitoring the Effectiveness of the Policy

The effectiveness of this policy will be reviewed in line with the Policy Overview Review Document, or when the need arises, and the necessary recommendations for improvement will be made to the governors.