

Asbestos Management Plan

Molescroft Primary School



Our approach to the safe and effective management
Of asbestos containing materials

1.0 Document review

This plan has been prepared by **Michael Loncaster**

29/07/11

And is reviewed **termly**.

There is also a three year rolling programme of reviewing all health and safety and safeguarding policies

This document is intended to compliment the East Riding of Yorkshire Council's policy on managing asbestos.

2.0 Policy statement

The school subscribes to the East Riding of Yorkshire Councils policy on managing asbestos. This document provides policy and guidance for LEA schools.

Asbestos Survey Information

We have engaged contractors to undertake a management asbestos survey; this survey identifies asbestos which can be encountered as part of the schools normal activities. A copy of the report is kept in the **Site Manager's Office** and will be made available to those requiring the information. Namely;

- Maintenance contractors
- iT hardware / cable installers
- Anyone else who may require the information

We have provided a copy to the East Riding of Yorkshire Council.

By making this information available to those who need it our aim is to avoid inadvertent exposure to asbestos of pupils, staff, contractors and visitors. Contractors and others visiting the site will be directed to the school office in the first instance and asked to sign our register to confirm they have read the survey and are aware of where asbestos materials have been identified.

We will monitor and record the condition of those asbestos materials (where reasonably accessible) identified in the survey as part of the school's health and safety inspections undertaken **each term**.

The inspection will be recorded on the schools safeguarding and health and safety report. This is conducted by the Head Teacher, Site Manager, and Governor with overview of Health and Safety at school, this report is discussed every term by the Safeguarding, premises and Health and Safety Committee and the full report is also shared at the Full Governing Body Meeting, every term. Any damage will be

reported without delay to the Infrastructure and Facilities help desk or we will directly engage suitably qualified contractors to undertake remedial works..

Updating the Survey Information

Where significant change to our asbestos register occurs because of construction/demolition/refurbishment works then we will employ a suitably qualified asbestos surveying company to update our management survey. Where individual asbestos materials are repaired/removed we will note this on our survey register.

Self Help Projects

Where the school is proposing to undertake self directed construction work we will arrange for a pre-refurbishment asbestos survey over and above the management survey as required by legislation. Building Facilities will be informed of any works through the self-help process. Where any significant asbestos removals take place then we will follow the process described above in relation to updating our survey data.

Asbestos Awareness Training

The head and site manager have received asbestos awareness training as required by legislation. That information has been disseminated to other members of staff who may be affected by asbestos. Update courses will be sought for those who have previously attended asbestos awareness courses as required by legislation.

Emergency Procedure

Where asbestos or suspect asbestos material has become damaged the area will be immediately vacated, anyone working in the area will be asked to stop and report back to their supervisor.

The incident will be reported immediately to Building Facilities.

Where there is any doubt that pupils or staff may have been exposed to asbestos they will be moved to a safe room (with minimum movement around the school) whilst advice is sought from Building Facilities.

At no time will people be allowed back into the suspected contaminated area to collect belongings etc.

Please refer to the Termly Health and Safety Site Inspection which includes a section on Asbestos and ends with the inspection grid.

An blank example is shown below.

INSPECTION OF THE CONDITION OF ASBESTOS

Inspection date: 22/09/22

Inspection carried out by: Michael Loncaster, David Platten, Gary Hughes

Positions:

Headteacher

Caretaker

Governor

Satisfactory			
Location	Reference	Yes	No
Caretaker's Room	Ceiling		
Centre Point	Ceiling		
Photo Corridor	Ceiling		
Parish Room	Ceiling		
PE Store	Ceiling		
Chair Store	Ceiling		
Kitchen	Ceiling		
Boiler Room 1	Ceiling		
Gas Valve Cap	Ceiling		
Staff Toilets	Ceiling & tiles		
Boiler Room 1	Calorifier Insulation		
SMT Office	Ceiling		
Parish Centre Toilets	Tiles		
North Block Classrooms	Ceiling		
North Block Corridor	Ceiling		

