



ASBESTOS (Handling of) POLICY

Rationale

- If present, asbestos is an OHS hazard within the workplace and must be managed in accordance with the school's Asbestos Management Plan.

Purpose

- To ensure Footscray North Primary School complies with site and environmental safety requirements.
- To provide a school environment safe from the potentially harmful effects of asbestos.
- To ensure compliance with OHS legislation.
- To ensure that asbestos contained in construction materials in existing buildings is safely managed.
- To ensure the school complies with legislation in relation to the handling of asbestos.

Definitions

Asbestos is a potentially lethal material often contained in construction materials found in existing school buildings. Due to the potentially hazardous nature of asbestos, it needs to be effectively managed.

Implementation

- All state school buildings have been audited for asbestos. This audit is known as the Division 5 Asbestos Register and identifies the presence of asbestos or any other hazardous materials.
- Relocatable classrooms moved on site since the school's audit was completed are also assessed for the presence of asbestos.
- Copies of the Division 5 report will be made available to the school's OH&S representative and interested community members if requested.
- As per the OHS Activities Calendar, a regular visual inspection of areas of the school containing asbestos will be a responsibility of the OH&S Committee and outcomes will be recorded on the School Maintenance System. If necessary, a professional will be engaged.
- The Principal will consult with all employees when a building or structure containing asbestos is being demolished or refurbished before any action is taken to assess or control the risk.
- The School Asbestos Coordinator will be the main contact person for all asbestos matters and will assume responsibility as detailed in the Asbestos Management Plan.
- All staff will be made aware of, and act in accordance with, the school's Asbestos Management Plan available from the Principal or the School Asbestos Coordinator. (Following the links at the website below will access a sample management plan.)
- Prior to carrying out any construction or maintenance works, contractors will be provided with a copy of the Division 5 Asbestos Register related to that part of the building in which work is to be undertaken. Part 6 Risk Assessments will be completed prior to undertaking any works.
- Only licenced removalists will be used in the removal of asbestos.
- If any damage to asbestos-containing material occurs accidentally, the area will be isolated and the Regional Office contacted immediately for advice.
- Records relating to asbestos works will be retained for a minimum of 30 years.
- As below, this policy has been approved by School Council.
- For information about asbestos records management, please refer also to the school's *Archives & Records Management Policy*.

Evaluation

- This policy will be reviewed as part of the school's three-year review cycle or if guidelines change (currently no specific A-Z Index reference to Asbestos, but the latest DET Site Safety reference was mid-November 2018).

This policy was ratified by School Council 25/3/2019

Reference:

www.education.vic.gov.au/school/principals/spag/infrastructure/pages/sitesafety.aspx