



Asbestos Policy
GFM Education

Approved by:	GFM Board	Date:	05 June 2023
Maintained by:	Andy Jacobs	Next review due:	June 2025

1. Policy statement

GFM Education recognises the health hazards arising from exposure to asbestos and is committed to ensuring that strategies, policies and procedures are in place to manage the risk to employees, students, visitors and other users of our sites

GFM Education is committed to fulfilling its legislative duties under the Control of Asbestos Regulations (2012)¹:

Step 1 Identifying hazards

Step 2 Identifying people at risk

Step 3 Evaluating, removing, reducing and protecting from risk

Step 4 Recording, planning, informing, instructing and training

Step 5 Ongoing regular review

2. Policy aims

The GFM Asbestos Policy is explicit in its aims:

- To ensure the Asbestos policy complies with and reflects the legal framework and best practice
- Every effort will be made to reduce the risk to all staff, students, visitors etc by managing and controlling work where asbestos materials may be present
- To implement good practices and procedures across the organisation
- The policy will be supported by regular training of all individuals who are key to managing asbestos across its sites

Other relevant documents and policies

- Health and Safety at Work etc. Act, 1974 (HASAWA)
- Management of Health and Safety at Work Regulations (MHSWR)
- The control of Asbestos Regulations (CAR)
- Construction (Design and Management) Regulations (CDM)

Please also read the following GFM policies:

- Health and Safety
- Health and Safety Risk Assessment
- Visitor Protocols

¹ <http://www.hse.gov.uk/asbestos/regulations.htm>

3. Definitions

- 3.1. Asbestos is a naturally occurring mineral used in a range of building materials to make them more rigid and fire-resistant. Any buildings built or refurbished before the year 2000 may contain asbestos.
- 3.2. There are three main types of asbestos:
 - Chrysotile (white asbestos)
 - Amosite (brown asbestos)
 - Crocidolite (blue asbestos) They are all dangerous carcinogens, but blue and brown asbestos are more hazardous than white. Despite their names, it is not possible to identify them just by their colour.
- 3.3. Asbestos fibres are present in the environment so people are exposed to very low levels of fibres. However, a key factor in the risk of developing an asbestos-related disease is the total number of fibres breathed in. Working on or near damaged asbestos-containing materials or breathing in high levels of asbestos fibres, which may be many hundreds of times that of environmental levels could increase a person's chances of getting an asbestos-related disease.

4. Associated Medical Conditions²

- 4.1. The inhalation of asbestos fibres may cause asbestosis, lung cancer and mesothelioma.
 - Asbestosis is a lung condition (fibrosis of the lungs) caused by extended exposure to airborne asbestos fibres.
 - Lung cancer research has indicated the risk of developing this disease is directly linked to the level of exposure. People who smoke and are exposed to asbestos fibres are at a far greater risk of contracting lung cancer than people who have exposure to asbestos alone.
 - Mesothelioma is a malignant tumour of the pleura (coating of the lung) which is untreatable and primarily linked with exposure to asbestos fibres, there is no clear link between the risk of developing mesothelioma and the level of airborne fibres.

² <http://www.hse.gov.uk/asbestos/dangerous.htm> for information on ill-health.

To be greater and to aspire further

- 4.2. It has been estimated that asbestos has been responsible for over 30,000 work-related deaths since asbestos started to be widely used in the UK. Medical evidence has shown that the three diseases are associated with long-term exposure to airborne asbestos fibres. All are associated with the respiratory system and have long latency periods.

5. Staff Roles and Responsibilities

The duties and responsibilities of various staff within the Trust are detailed below:

5.1. All Staff

Staff in each GFM setting are informed, trained and supported and as a result, see it as the responsibility of each member of staff to take appropriate actions to mitigate the risk of asbestos. It is most unlikely that staff will come into contact with or be exposed to Asbestos Containing Materials (ACMs), however, they have the following responsibilities:

- Not to disturb or commission others to disturb any part of the fabric of the building without consultation with the Head of Estates, e.g., drilling or fixing nails, screws or drawing pins - unless into material which does not contain ACMs i.e.; solid brickwork/solid wood.
- To report immediately any materials in their work area which they may think contains ACM, especially if said ACM appears to be disturbed or damaged.

5.2. Staff with responsibility for Visitors

The named 'Person of Contact' for a visitor is responsible for their safety when on any of the Trust sites (see GFM Visitor protocols).

5.3. GFM Executive and The GFM Board (the 'responsible persons')

The GFM Board has ultimate responsibility for Asbestos Management across the Trust, to review and approve this policy and monitor the effective working procedures of each school and site. The GFM Executive are delegated by the Board to undertake operational evaluation and ensure all policies and procedures are implemented effectively (including reviewing the reports of incidents, near misses or concerns raised by any member of staff).

The Head of Estates and the Health & Safety Manager will assist the responsible persons in carrying out their responsibilities.

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5.4. Head of Estates / Health & Safety Manager

Assists the responsible persons with all aspects of Asbestos management. They will:

- Ensure the Asbestos Management Plan is up to date and processes are adhered to.
- Specifically ensure that contractors working for the GFM are given written documentation detailing the procedures that they are required to follow whilst working on a GFM site, informing them of the school and Trust procedures in an emergency situation.
- Ensure that the management of Asbestos is maintained, up-to-date and in line with current regulations and the fire risk assessment

5.5. Union Representatives

Union representatives will support, assist and act as critical friends to the persons responsible for the implementation of all aspects of asbestos safety.

5.6. Audit and Risk Committee of The Board (ARC)

The Committee holds to account the Executive for the effective implementation of all aspects of the Asbestos Management Policy.

6. Arrangements for managing Asbestos

6.1. Asbestos Containing Materials (ACMs) will be managed to ensure the prevention of the presence of asbestos fibres in the air that can be inhaled by employees and others who may be present. All work involving ACMs must be carried out in strict accordance with this policy and statutory regulations.

6.2. The Asbestos Regulations include the 'duty to manage asbestos in non-domestic premises. Guidance on the duty to manage asbestos can be found in the Approved Code of Practice - The Management of Asbestos in Non-Domestic Premises, L127, ISBN 978- 7176 6209 8.

6.3. Management of asbestos in the workplace involves:

- Surveying the estate to determine whether ACMs are present.
- Presuming materials contain asbestos unless there is strong evidence to the contrary.
- Assessing the amount and condition of the ACM.
- making and keeping up-to-date records of locations and conditions of ACMs across the Estate.
- Assessing the risk of the ACMs.

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- Preparing a written plan that sets out the location of the ACMs and how the risk from this material will be managed.
 - Taking steps to put the plan into action.
 - Reviewing and monitoring the plan and arrangements.
 - Providing information on the location and condition of the material to anyone who is likely to disturb it.
- 6.4. Managing Asbestos means everyone who needs to know about asbestos must be effectively alerted to its presence. No one, who might come into contact or work on or near asbestos particularly damaged or deteriorated asbestos, should not be allowed to start work that could disturb asbestos without being given the relevant information. The condition of the ACMs should be monitored and the ACMs should be properly maintained.
- 6.5. Those that are responsible for the day-to-day estate management (Head of Estates, Health & Safety Manager, Estates Supervisor) will need to:
- Ensure compliance with this policy.
 - Accommodate any inspection or surveying work.
 - Accommodate any remedial work identified from the surveying programme.
 - Develop and implement an asbestos management plan for the Estate.
 - Monitor the condition of known ACMs in the estate.
 - Ensure that necessary checks are undertaken to avoid disturbance of any known or presumed ACMs.
- 6.6. In particular, any works that could disturb any presumed or identified ACMs must only be completed following a Refurbishment and Demolition survey, these checks must be carried out and results known before any works are undertaken.
- 6.7. All ACMs will be risk assessed and managed so that their condition does not deteriorate and pose a risk to health, any contractors working near ACMs must be notified of its presence before work commences.