



THE PIGGOTT SCHOOL

Procedure: COSHH (Control of Substances Hazardous to Health)

Aim: To ensure the safe storage and use of Chemicals throughout Piggott School

Reference documents:

CLEAPSS – Science and Technology in Schools
HSE – Working with Substances Hazardous to Health
Legionella Risk Assessment

Method:

1. What is COSHH

- The Control of Substances Hazardous to Health Regulations 2002 (COSHH) provide a framework to help employers protect people in the workplace against health risks from hazardous substances. These may be paints, cleaning materials and chemical reagents used directly in the work, or they may be dusts, fumes and waste products which arise from the work; others may occur naturally, such as legionella in water systems.

2. Control of chemicals

- Chemicals are purchased for specific tasks and chosen for their suitability, this process includes, can the process be done differently to avoid the use of chemicals? Can a safer chemical be used or a safer form of the same chemical?
- An assessment of chemicals is completed by the school using the chemical data sheet provided by the supplier, laying out uses, hazards, PPE required, Storage, etc.
- Chemicals are stored in safe and locked locations around the site
- Staff are trained in their safe use by provided training courses and toolbox talks with senior staff
- Suitable PPE is assessed and provided for use

3. Cleaning and Catering

- The Piggott School outsources these services to external contractor
- Copies of their Data sheets are kept on site.
- Staff are trained in their use by their employers

4. Science and Technology

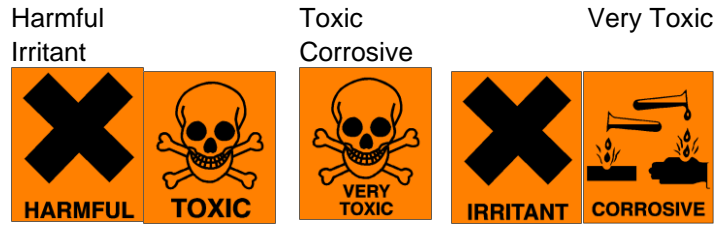
- Teaching is carried out by qualified staff with suitable levels of supervision
- Both Departments use CLEAPSS or other suitable providers for all their COSHH assessments and lesson planning
- Copies of CLEAPSS information is given out with chemicals at each time of use.

5. Caretaking

- Chemicals Used by the Site team are COSHH assessed by the Premises Manager with data sheets kept in the COSHH file.
- Site team are trained at induction about safe use of chemicals and where to find and access COSHH info.

6. Coming into contact with chemicals

- Chemicals, biological agents, dust, and any other substances are defined into 5 category's



- Exposure to chemicals is via contact in one or more of the following ways

Inhalation: commonly with dusts, gases, fumes and vapours.

Skin contact or absorption: probably the second most common mode of exposure.

Ingestion: usually accidental when eating, drinking or smoking.

Injection: usually accidental when handling needles, pressurised tools, etc.

- The COSHH assessment and data sheets will give the best cause of action to follow in the event of contact and this should be followed promptly, seeking medical advice if required

7. Spillages

- These should be cleaned up promptly, the method of removal is available on the COSHH assessment, an assessment of the size of spillage, the nature of the chemical should be made, and appropriate measures taken to prevent access. This will mean PPE for those undertaking the task, possible erecting of barriers, increased ventilation, and/or closing off the area until safe to re-enter

Issued by: David Corringham

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