

# **Torfield and Saxon Mount Academy Trust**



## **Federation Asbestos Management Plan**

**February 2022**

**Next Review date February 2023**

## **Torfield and Saxon Mount Academy Trust**

### **Asbestos management plan**

Person responsible for managing asbestos risk is: Joe Leigh (site manager), 07860 410270.

Before any works are carried out the building contractors/staff will be requested to read the plans of the building contained within the asbestos records and register, detailing where asbestos is located. The asbestos records and register folder is located in the Site office at each of the respective Trust schools.

All contractors will be required to sign and date the asbestos register.

Contractors/staff should be aware of the procedures and arrangements to make sure:

- The record/register is checked in good time before the work starts.
- Checks will be made that the information on the presence of asbestos has been understood and will be taken into account.
- Checks will be made that the correct controls will be used and that competent-trained contractors will carry out the work.
- HSE guidance and legislation on undertaking any work or potential disturbance in areas of any asbestos containing materials are available in hard copy in the asbestos record file and also electronically on the schools intranet. Work will not be able to proceed without approval from the Site Manager or SLT.

The building is seen as low-very low risk and items identified as potential risks in the Asbestos surveys carried out in 2021 have been addressed. Residual affected areas are monitored by Academy Trust site staff regularly for damage and debris. Monitoring is carried out as part of the site team's regular periodical building inspections and termly H&S inspections by members of the SLT, a governor and the Site Manager.

The asbestos management plan will be reviewed every 12 months and the condition of any asbestos containing materials and associated recommendations are updated every 12 months.

An Asbestos Register Change report will be completed for any works involving removal of asbestos as part of the work or removal due to damage or disturbance; reports will be filed in the asbestos register.

In the event of damage to any area of asbestos containing materials or debris and or dust/fibres, the area will be securely closed off and all access restricted. A HSE licensed contractor will be sourced to remove or repair that area and safely clear any dust and or damaged materials.

If for any reason Joe Leigh (site manager) is not available on site or by phone, the other contacts are:

- Marion Booth (Director of Finance, Resources and Operational Strategy) 07881 289860
- Kayla Quinnell, (Assistant Director of Finance and Resources) 01424 426303
- Alan Baldwin (Caretaker) 07881 289861
- Scott Webb (Caretaker) 07593 137130
- Ron Smith (Caretaker) 07858 518259