

# Asbestos

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## POLICY

**School Name**

St. Andrew's Southgate

**Policy Owner**

Stamatia Pitsillides

**Updated**



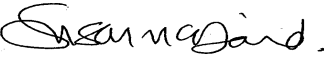
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**Review Date**

July 2025



# Managing Asbestos For Academies, V.A. and Foundation Schools **POLICY AND GUIDANCE**

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**This plan will be amended according to legislation / changes to better practice and will be updated as and when required.**



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## STATEMENT OF INTENT

The Board of Governors will do all that is reasonably practicable to ensure the health, safety and wellbeing of staff, pupils and visitors, including contractors, and others who may be affected by the school's activities. To this end, we believe in achieving our aims in partnership with all interested parties. We are committed to complying as a minimum with our legal responsibilities, but we are seeking to continually improve our health and safety performance in line with best practice. We will maintain and continually review the asbestos management as part of an effective health and safety management system, which we consider to be an essential part of a high performing school.

It is the intention of the Board of Governors and Headteacher that the established asbestos policy together with the health and safety policies, guidance and procedures shall be followed and developed locally to meet the specific needs of St Andrews. The aim is to ensure that Management of Asbestos is fully compliant with the Control of Asbestos Regulations (2012) as an integral part of managing school health and safety. The Board of Governors will review this policy annually, and employees will be consulted prior to any amendments being made.

The Board of Governors recognises that it has responsibility for the management, maintenance and/or repair of the school and has duties, as the 'dutyholder' of a non-domestic premises, under Regulation 4 of the Control of Asbestos at Regulations 2012. The Board of Governors understands its duties under Regulation 4 and that it is required as dutyholders to:

- take reasonable steps to determine the location, amount and condition of materials likely to contain asbestos;
- presume materials contain asbestos unless there is strong evidence that they do not;
- make and keep an up to date record of the location and condition of the ACMs or presumed ACMs in the premises;
- assess the risk of the likelihood of anyone being exposed to fibres from these materials;
- prepare a plan setting out how the risks from the materials are to be managed;
- take the necessary steps to put the plan into action;
- review and monitor the plan periodically; and
- provide information on the location and condition of the materials to anyone who is liable to work on or may disturb them i.e. maintenance workers and teachers

The Board of Governors will ensure that the individual (s) who they intend to delegate to are trained to a sufficient level of competency. The responsibility as Dutyholder cannot be delegated and is retained by the board of governors regardless of whether the function is delegated or not.

The governing body will review this policy annually.

Chair of Governors Head  
Teacher

Signed

Signed

Date:

Date:

## **Part A - Policy**

### **Introduction**

In the past, asbestos has been widely used and it is found in buildings that are still in public and private use, and in the home. Asbestos was used in various materials in buildings to provide chemical resistance, incombustibility, thermal insulation, and strengthening characteristics. The proportion of asbestos contained in materials ranges from below 5% to 100%.

Employees in the building and allied trades are exposed to asbestos fibres every time they work on building materials that contain asbestos or carry out work without taking the correct precautions. The work can be the simple task of installing a new light fitting, through major building refurbishment, to demolition of part or all of an existing structure. Whilst not the only source of potential exposure, where such work is performed, asbestos fibres may be released into the air and anyone in the vicinity could be exposed to harm.

Breathing in air containing asbestos fibres can lead to asbestos-related diseases, mainly cancers of the lungs and chest lining, but there is usually a long delay between first exposure to asbestos and the onset of disease. Past exposure to asbestos currently kills over 5000 people a year in Great Britain and this number may continue rising during for a number of years. There is no cure for asbestos-related diseases.

### **Purpose and Scope**

This model policy is provided by Enfield Council's Health and Safety Team and is based on the Council's asbestos policy. Academy trusts/VA and Foundation schools may choose to adopt this policy.

It is the objective of this policy to contain and minimise the risks from asbestos to employees and other persons served by the name of School, for whom the Board of Governors/Trustees has a duty of care, by establishing and maintaining effective asbestos management systems and procedures in the control and maintenance of premises.

This policy applies to all school premises managed by: *St Andrews Southgate Primary School*

### **Definitions**

'Asbestos' is the name given to a group of naturally occurring fibrous silicate minerals.

Management Plan – This sets out how asbestos is managed in premises.

Management Survey – Identifies and assesses asbestos that might be disturbed during normal occupation and foreseeable maintenance.

Refurbishment and Demolition Survey – Identifies asbestos in the work area. This type of survey is intrusive and destructive.

Asbestos Register – A table which lists current asbestos in the building.

### **Asbestos Statement**

The Board of Governors/Trustees accepts that where ACMs are disturbed, they may present a risk to health. However, ACMs that are in good condition and not likely to be disturbed present a very low risk to health and can usually be left in place. All ACMs left in place should be monitored for deterioration. Equally the Board of Governors/Trustees accepts that materials containing asbestos may form an integral and valuable part of many premises e.g. asbestos cement roofing. It is therefore the Board of Governors policy to:

- (a) take reasonable steps to find materials in premises and initiate surveys and systems within premises to find materials likely to contain asbestos;
- (b) presume that materials contain asbestos unless there is strong evidence to suppose they do not and monitor (at least annually);
- (c) maintain the condition of all asbestos in the premises as far as reasonably practicable;
- (d) ensure the compilation and maintenance of the Asbestos Register in which the location, extent and condition of asbestos-containing materials and installations is recorded;
- (e) make use of the Asbestos Register in which the location of asbestos-containing materials and installations is recorded;
- (f) assess the likelihood of anyone being exposed to these materials; and
- (g) prepare a plan to manage that risk and put into effect to ensure that:
  - (i) Materials containing asbestos are maintained in a sound and safe condition until such time as it is decided to remove it. Such maintenance will be in accordance with current legislation.
  - (ii) Asbestos containing materials are removed or repaired where the risk to occupants makes it a necessity or where future maintenance costs make such actions cost effective or unavoidable.
  - (iii) Information on the location and condition of the material is given to anyone potentially at risk.

It is the Board of Governors policy that all work with asbestos shall only be carried out by Health and Safety Executive (HSE) Licensed Contractors. All asbestos related or ancillary works must be referred to the management team who will seek advice before work starts.

Furthermore, it is the School's Board of Governors policy that all asbestos related and removal work shall only be carried out by Health and Safety Executive (HSE) Licensed contractors.

## **Part B - Duties and Responsibilities**

In order that the School's Health and Safety objectives and policy can be complied with the following posts/functions have specific roles in the management of asbestos in its premises.

Some of the roles can be carried out by separate individuals or combined, where appropriate, so that for example the Asbestos Co-ordinator and may also be the Appointed Person or Head Teacher. The important thing is that whosoever has a role or roles is to ensure that they are they are competent and able to do the work. The responsibilities for each role are:

### **Board of Governors/Trustees**

The Board of Governors/Trustees have overall responsibility for ensuring the aspects of asbestos management detailed in these policy arrangements, and the duties of all responsible persons, are carried out in full. They should ensure that roles are appointed and suitable and sufficient training is made available.

### **Asbestos Co-ordinator**

The School's Asbestos Co-ordinator is [Mario - Site Manager ] and is responsible for the following:

- (a) Compiling and maintaining asbestos records. These records will form part of the premises maintenance records and are to be accessible to the Governing Body, Head Teacher, Service Managers, Contractors and relevant Trade Union Safety Representatives;
- (b) Setting up a system to enable the provision of expert advice and the containment of asbestos in the event of an asbestos emergency, in accordance with the asbestos management process in these arrangements. We recommend taking up the available service-level agreement with Enfield Council's Asbestos Team and use of their asbestos management system.
- (c) Setting up a system to enable the monitoring of the condition of asbestos containing materials and ensuring appropriate action is taken in the event they deteriorate become damaged or exposed.
- (d) Compiling the Asbestos Management Plan (see appendix 1)

### **Head Teacher**

The Head Teacher is responsible for ensuring that the School's Asbestos Policy is adhered to within their school and that all members of staff are aware of its contents and implications. In particular, they shall ensure that:

- (a) All asbestos containing materials are inspected for signs of deterioration, damage or exposure;



- (b) Signs of deterioration, damage or exposure are reported to the Asbestos Co-ordinator;
- (c) No members of staff should fix anything to a surface (e.g. wall, ceiling or noticeboard) without first checking that the surface does not contain asbestos.
- (d) No members of staff undertake any work on asbestos containing materials (ACMs) and;
- (e) Appropriate action is taken to either remove or repair ACMs, and maintain and monitor any identified as requiring remedial action;
- (f) Information regarding the location of ACMs is made available to any contractor working within the premises.

### **All Employees**

All employees are responsible for informing their immediate supervisor or line manager of any suspected or known asbestos-containing material (ACM) that is either deteriorating, has become damaged or is exposed. In the event of exposure to asbestos due to an uncontrolled release, all employees must immediately inform their supervisor or line manager, who will take the necessary steps to enable the implementation of the asbestos emergency procedures. In addition, the incident must be reported and recorded in accordance with the School's/Trust's Health and Safety arrangements for accidents/ incidents.

### **Council's Asbestos Team**

The Council's Asbestos Team can provide a fully comprehensive advisory service together with an asbestos management system to support the school(s) in managing asbestos in the premises. This can be provided via a service level agreement.

### **Asbestos – Appointed person**

The School's Appointed Person in liaison with the Asbestos Co-ordinator (these roles may be combined) will ensure a full portfolio of records exists for the premises. The Appointed Person should be able to use and access information in the Asbestos Register. The Asbestos Appointed Person should periodically audit to ensure that monitoring inspections are taking place.

### **Recording Exposures to Asbestos**

Where exposures to asbestos have occurred to employees, pupils or any others on the school premises this must be recorded on the School's/Trust's Accident/Incident reporting system. The Asbestos Co-ordinator should then assess whether this is reportable under Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 ("RIDDOR"). Schools with an Asbestos SLA should use the Council's Accident/Incident Reporting System (CLASSi) to report asbestos incidents.

If employees or others are concerned about possible exposure to asbestos from work activities, they are advised to consult their GP and ask for a note to be made

on their personal records. This may include the date(s) duration, type of asbestos and likely exposure levels if known.

The school should refer any employees believed to have been exposed to asbestos to their occupational health service.

### **Arrangements for work with Asbestos**

For the purpose of the Control of Asbestos Regulations (2012) working with asbestos can be defined as any work that is liable to disturb asbestos. Any work on or with asbestos or asbestos containing materials (ACMs) require full compliance with these regulations. Examples of work with asbestos are:

- (a) Work which consists of the removal, repair or disturbance of asbestos insulation, asbestos coating, asbestos cement, or any other asbestos containing material;
- (b) Work which is ancillary to such work – this means for example the erection of scaffolding in close proximity to asbestos insulation to provide access for removal;
- (c) Specified supervising work – means work involving any direct supervisory control over those working with asbestos but would not normally include inspection or quality control work.

Work involving asbestos should not normally be carried out when the school is occupied. However, this is not always practicable and in such cases a comprehensive risk assessment must be undertaken prior to any work starting. See section on *'Risk Assessments'* below.

Licensed asbestos removal contractors should be used for all work with asbestos, (even though this is not a legal requirement for all work with all types of asbestos).

Before any work starts, the HSE licensed asbestos removal contractor must submit a method statement (which must include the project start date and duration) to the school. See section on *'Method Statement'* below.

All work with asbestos should be carried out in compliance with the relevant requirements under the Construction (Design and Management) Regulations 2015 and the Control of Asbestos Regulations 2012.

For schools who have an Asbestos Service Level Agreement (SLA), any completed work in schools involving asbestos must be notified by the school (or any others acting on their behalf (e.g. Asset Management)) to the Asbestos Team on a ASB15 form.

### **Work on Asbestos - Construction (Design and Management) Regulations 2015 (CDM)**

Complying with CDM 2015 will help ensure that no-one is harmed during the work, and that your building is safe to use and maintain. Effective planning will also help ensure that your work is well managed. Ensuring that CDM Regulations can be

followed requires that the appropriate competent people are appointed. Key roles under these regulations are the Client, Designer, Principal Designer, Contractor and Principal Contractor.

Additionally, CDM Regulations require that arrangements are in place and laid out in recognised documentation. These include: pre-construction information (e.g. existing asbestos surveys), construction phase plan, safety file etc.

Works with asbestos should take account of the CDM Regulations and in many cases rely on the appointed roles and arrangements.

### **Licensed Asbestos Removal Contractors**

Any work on asbestos in or on the School premises should be undertaken by a Licensed Asbestos Removal Contractor. They may be appointed directly or by a main contractor where the asbestos removal is part of a larger project or programme of work.

### **Notification of work on Asbestos**

In the case of notifiable work, the Licensed Asbestos Removal Contractor must notify the Health and Safety Executive 14 days prior to the proposed asbestos removal work– verify with your contractor.

### **Method Statement**

The Licensed Asbestos Removal Contractor should produce a written method statement or plan of work. It is good practice for the plan of work to be submitted to the person commissioning the work (either working on behalf of the Client or the Client themselves). The method statement or plan of work must detail exactly how the work on asbestos will be undertaken the expected start date and duration of the works. The school should take an overview of the method statement to consider where there may be any conflicts with the health and safety management processes of the school or areas of concern (e.g. blocked fire exits, vehicle movements, deliveries etc.). All method statements produced for the contracted work are to remain on site at all times during the contract period.

### **Risk Assessments**

The client and/or those commissioning work on behalf of the client must consider information from the method statement and any other works being undertaken at that time and the proposed occupation of the premises. Additionally, this information should be used by the designer/principal designer to produce a risk assessment to determine any foreseeable risks, appropriate timing of the asbestos removal and any limitations on the occupancy of the premises during the asbestos removal. For small jobs, the contractor may also fulfil the role of designer.

## Air Monitoring

Air monitoring should take place for all licensable work. Additionally, for any other category of work, the risk assessment may determine if air tests are appropriate e.g. reassurance. Air tests should be organised independently of the asbestos removal contractor using a laboratory with United Kingdom Accredited Service (UKAS) Accreditation.

## Asbestos Management System

We strongly recommend using the Council's Asbestos Management System in conjunction with the application of this policy.

Enfield Council's Asbestos Team provide a Service Level Agreement that includes:

- Asbestos surveys and regular reinspections including unlimited sampling and analysis.
- Emergency response to any incidents and concerns.
- Unlimited advisory service and consultancy service, face-to-face, online and by telephone. This includes advice on carrying out work in the school and managing asbestos remediation e.g. asbestos removal.
- Use of and access to the Council's Asbestos Management System (a system that allows online access to surveys and the asbestos register).
- Production and review of the Asbestos Management Plan. Following an asbestos survey, this sets out in writing how asbestos is managed in your school. This is a legal requirement.
- Monitoring/review service including an Asbestos Action Plan. This uses a risk-based approach to managing asbestos and prioritising remedial actions for your school.
- Asbestos awareness training for key staff, including trustees and school governors.
- Computer based training for asbestos.
- Bespoke Asbestos Policies – these tie in with the Asbestos Management Plan.

## Asbestos Management Process

The premises should have an **Asbestos Management Plan** and should be surveyed to determine the location, extent and assess the condition of asbestos containing materials (ACMs). An **Asbestos Register** should be compiled detailing information regarding the location of ACMs it is derived from the asbestos survey(s). It records the locations of each bit of asbestos in a table. A 'no access' register should also be compiled which lists any areas/elements of the premises which were not accessed. These areas/elements should be presumed to contain asbestos. A detailed drawing of the premises should be used in conjunction with the survey report and registers.

The purpose of the **Management Survey** is to identify ACMs that may be disturbed during normal occupation and through foreseeable maintenance. Where any work is required or where the fabric of the building will be disturbed, a more intrusive **Refurbishment and Demolition** survey must be carried out in the work area, before work starts. If a material's composition is unknown it should be presumed to contain asbestos.

The Asbestos Register and Survey Report(s) must be referred to where any maintenance, refurbishment or development etc. is undertaken.

- (a) Where ACMs are in the work area, these usually need to be removed.
- (b) Where a suitable and sufficient survey has been undertaken e.g. a refurbishment and demolition survey and no ACMs have been identified, the work can proceed (keep in mind the existing management survey may not be adequate in some cases and you should seek advice if unsure);
- (c) Where areas have not been accessed during a survey, these should be surveyed by a suitably UKAS accredited company **before** any work.
- (d) The asbestos management plan, including the register and reports, should be made available to anyone who might disturb asbestos.

### **Part C – Guidance**

This guidance is provided to answer a number of general questions but it cannot hope to cover everything. Where further guidance is required, contact should be made with the Asbestos Team ([asbestos@enfield.gov.uk](mailto:asbestos@enfield.gov.uk)). Contact can also be made with the Schools Health and Safety Team.

### **Accessing Webtracker**

As part of the Asbestos SLA, you can apply for access to the Council's Asbestos register information. This will require an individual email address. Applications or queries should be made to [asbestos@enfield.gov.uk](mailto:asbestos@enfield.gov.uk).

### **Monitor and review the effectiveness of the plan**

The arrangements to control the risk will have to be reviewed. This will need to be incorporated in the management plan, implemented and monitored to ensure it is working effectively. This should be reviewed by the School at least every 12 months or sooner if there are significant changes that will affect the arrangements, e.g. if the use of the premises change, or if any of the remaining ACMs are removed.

### **Procedure for removal of fly tipped asbestos material**

Fly tipped asbestos is the responsibility of the landowner on which it is dumped. All suspected asbestos materials should be presumed to contain asbestos unless

there is strong evidence to the contrary. All fly tipped asbestos should be removed by a LARC. Responsibility for clearing asbestos fly tips is as follows:

Asbestos on public highway - Street Cleansing ([Street.Cleansing@enfield.gov.uk](mailto:Street.Cleansing@enfield.gov.uk))

Asbestos on Council housing estate – Housing Repairs Team ([housingrepairs@enfield.gov.uk](mailto:housingrepairs@enfield.gov.uk) or [repairs.council.housing@enfield.gov.uk](mailto:repairs.council.housing@enfield.gov.uk))

Asbestos on private land – Public Health Team ([enviro.crime@enfield.gov.uk](mailto:enviro.crime@enfield.gov.uk))

N.B. Where there is evidence of who carried out the fly tipping, please inform the Public Health Team of this and they will involve the Waste Enforcement Team.

Where necessary the Asbestos Team will carry out bulk sampling and analysis, risk assessment and provide advice.

### **Asbestos Emergency Procedure**

In the event of an uncontrolled release of asbestos, immediately:

1. Warn people that may be affected
2. Leave the area and prevent any further access
3. Identify the cause of the uncontrolled release and regain adequate control as soon as possible
4. Good practice would be to immediately notify the Asbestos Coordinator and the Asbestos Team 020 3821 1798 (Out of normal working hours, contact the Customer Services Centre 020 8379 1000). This will enable the Asbestos Team to assess the situation and advise on the appropriate corrective actions.  
The Asbestos Team will advise on the arrangements for any decontamination. This will depend on the scale of the uncontrolled release
5. Record the details of the incident on your accident reporting system. Where you have engaged with the Council's reporting system (CLASSi), you may use this and where appropriate the Asbestos Team will assess whether this is reportable (under Reporting of Incidents, Diseases and Dangerous Occurrences Regulations 1995 (RIDDOR) to the Health and Safety Executive).
6. Ensure any remedial work is carried out by a LARC.

## **Provision of Information, Training and Instruction**

It is the duty of employers (the school) to ensure that suitable and sufficient training is provided. The Asbestos Team are able to provide Asbestos Awareness and other asbestos management training. The Governing Body/Trust and Head Teacher are responsible for ensuring that appropriate staff attend such training and that adequate information, instruction and training is given to employees who are liable to be exposed to asbestos.

## **Relevant Statutory Documents**

Control of Asbestos Regulations 2012  
Management of Health and Safety at Work Regulations 1999 Construction (Design and Management) Regulations 2015

## **Associated Documents**

LBE Policy – Asbestos on Council Premises  
HSE - Managing and working with Asbestos – L143 HSE –  
Asbestos: The Survey Guide – HSG264  
HSE – A short guide to managing asbestos in premises – INDG 223  
HSE – A comprehensive guide to managing asbestos in premises – HSG 227 Responsible Persons  
Premises Log, section 5

**Appendix 1 – Asbestos Management Plan**

**London Borough of Enfield Asbestos Management Plan**

School	_____
Address	_____
	_____
	_____
Asbestos Coordinator	_____

Appointed Person (if different from above)	_____
Signed	_____

Developed with	_____
Signed	_____
Date	_____



## Section 1 - Asbestos in Your Premises

An asbestos management survey has been carried out in School

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Asbestos containing materials (ACMs) have been identified. A summary of where ACMs were found forms part of this Asbestos Management Plan.

An asbestos survey was not possible in some areas of your premises (for example in hard to reach areas). A summary of where access was not possible also forms part of this asbestos management plan. These areas should be presumed to contain asbestos and checked before any disturbance.

The purpose of this plan is to help prevent staff and others being exposed to asbestos.

N.B.

It is important to understand that asbestos containing materials pose very little risk to health if they are undamaged and left undisturbed.

ACMs should be re-inspected periodically. However, if you or anyone becomes aware of damage or a change to the condition of the asbestos materials at any time, contact the Asbestos Team as soon as possible.

This plan should be reviewed every 12 months.

Further information on asbestos is available in the Asbestos policy and guidance.

### Legal Duty

This Asbestos Management Plan is a legal requirement under Regulation 4 of the Control of Asbestos Regulations 2012.

Its purpose is to assist those who have day-to-day control over premises comply with the Duty to Manage Asbestos in non-domestic premises.

As an employee of the Council and/or to any extent in control of non-domestic premises you have an obligation to co-operate with your employer in discharging the Duty to Manage responsibility.

**Section 2 - Asbestos Checklist**

This section is designed to help you meet the standard to manage asbestos. In the table below, the expected standard tells you what is required. The answer points out what you should have done or are doing to comply. Where relevant you can tick or sign when you have met the standard.

Expected Standard	Answers	Tick/Sign/Date
Do you have a nominated Deputy?	Appointed Persons should have someone who deputises for them in their absence	
Have you undergone Asbestos Awareness Training?	Appointed Persons and those that deputise for them should all undertake asbestos awareness training. This is provided by the Council’s Asbestos Team as part of the SLA, but you can use other providers.	
Do you have a copy of or access to the asbestos survey/register for your premises?	It can be accessed on line using Webtracker at <a href="https://enfield.manageworkonline.com/AWT/?ct=1">https://enfield.manageworkonline.com/AWT/?ct=1</a>  The Webtracker user guide may also be accessed via the link below <a href="#">Asbestos Webtracker User Guide</a>  If you cannot access a copy of the user guide or report contact The Asbestos Team (details below).	
From the survey report do you know generally where asbestos may be present or where it should be presumed to be present?	Check the asbestos register for your premises - areas containing asbestos. Also check areas that have not been accessed. Where there was no access it must be presumed that asbestos could be present. If you are unsure always presume asbestos is present.	
Have you told staff or others that an asbestos survey has been carried out?	Advise staff and others of the existence of this plan, where asbestos is present and where access was not possible.	

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Do people know what to do if they think asbestos has been damaged?	Report this immediately to your Line Manager. Tell the Asbestos Team or the Council Health and Safety Team.	
Do you regularly check the condition of ACMs?	Whilst under the SLA, the Asbestos Team will carry out formal periodic re- inspections, you should undertake regular monitoring of ACMs, to check they have not deteriorated or been damaged.	
Do you know what to do in an emergency?	<ol style="list-style-type: none"> <li>1. Warn People</li> <li>2. Leave Area &amp; Prevent Access</li> <li>3. Identify Cause &amp; Regain Control</li> <li>4. Contact Asbestos Team</li> <li>5. Record on CLASSi – Council’s accident and incident reporting system</li> </ol>	
Are you planning building or maintenance work of any sort? For example, IT or telephone cabling, new windows, plant maintenance or general refurbishment.	<p>Check the scope and limitations of any asbestos surveys of your premises. Asbestos Management Surveys are suitable for normal occupation and foreseeable maintenance only. More intrusive Refurbishment &amp; Demolition Surveys are necessary for most work where the fabric of the building may be disturbed.</p> <p>As part of the SLA, you may contact the Council’s Asbestos Team for advice.</p>	
Do you have any contractors attending site?	<p>If so you must ensure that they see the site Asbestos Management Plan. You must tell them that asbestos is present in the building and ensure they have access to the survey report and register. <b>NB</b> Get them to sign that they have looked at it.</p> <p>If in any doubt contact the Asbestos Team and/or the Schools Health and Safety Team.</p>	
Do you know who to contact if you or anyone else has concerns about asbestos in the premises?	As part of the SLA, you may contact the Asbestos Team and/or the Schools Health and Safety Team. See the contact list below.	

**Further Advice and Information**

Asbestos Team

020 3821 1798 or [asbestos@enfield.gov.uk](mailto:asbestos@enfield.gov.uk)

Schools Health and Safety Team

020 8379 3223 or [shst@enfield.gov.uk](mailto:shst@enfield.gov.uk)

[www.enfield.gov.uk/](http://www.enfield.gov.uk/)

**Section 3 - Contractors Signing In Log**

**Ask Contractors to sign and date that they have seen this document when coming onto site and before starting any work.**

To contractors,

I have read this Asbestos Management Plan and have checked the Asbestos Register to establish if asbestos is present in the areas where I am likely to be working. I understand the scope and limitations of the survey(s).

**NB** If in any doubt as to whether asbestos is present or further surveys are required, I understand I must contact the school’s appointed person or headteacher to discuss the work.

Date	Name	Contractor

## **Section 4 - Documentation for Management Plan**

Attach the following documents to this Management Plan

### **Asbestos Action and Communication Plan**

#### **1. Asbestos Survey Report and Register, which should identify;**

- Where asbestos was found
- Where No Access was possible by the surveyor at the time of the survey

#### **2. Drawing of the premises, which was used for the asbestos survey**

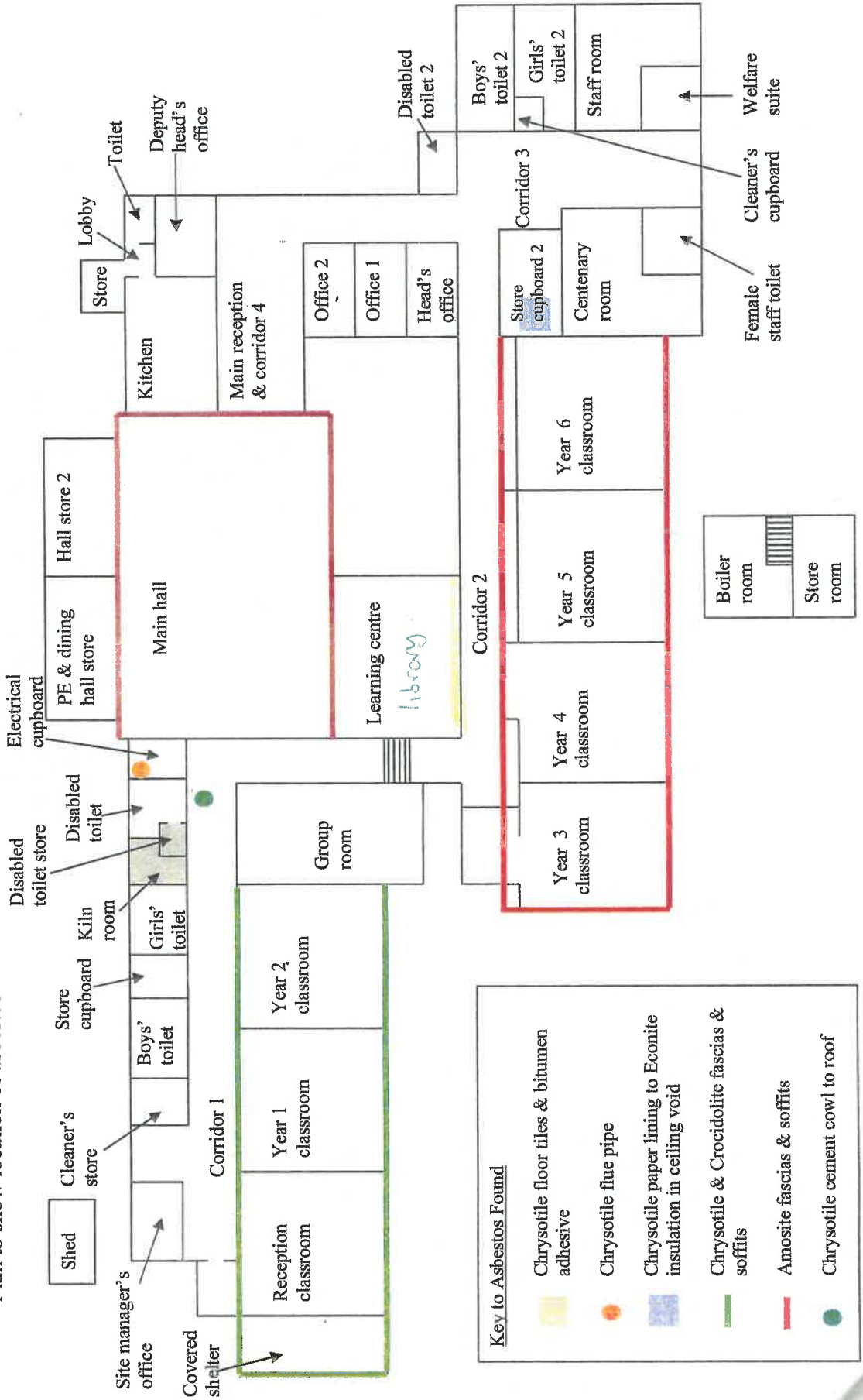
#### **N.B.**

It is essential you use the drawing used at the time of the survey. If you cannot find your copy, look on Webtracker or contact the Asbestos Team to arrange for a copy.



# St. Andrew's Primary School, Southgate

## Plan to show location of asbestos



ready in 10/10/2010

Uvelands Court

Allotment Garden

BLOCK D

BLOCK A

BLOCK B

BLOCK E

12a

12  
11

14

1 to 9

Bramwood Court

1

2

9

8

1 to 21  
Coltswood Court  
3

42

PICKARD CLOSE

EXT-025  
Road and Path (Tarmac)  
12.21

EXT-026  
Road and Path (Tarmac)  
12.21

EXT-025  
Car Parking (Tarmac)  
35.50

EXT-026  
Road and Path (Tarmac)  
78.70

EXT-027  
Car Parking (Tarmac)  
127.52

EXT-028  
Road and Path (Tarmac)  
12.21

EXT-029  
Car Parking (Tarmac)  
127.52

EXT-030  
Road and Path (Tarmac)  
12.21

EXT-031  
Car Parking (Tarmac)  
127.52

EXT-032  
Road and Path (Tarmac)  
12.21

EXT-025  
Road and Path (Tarmac)  
12.21

EXT-026  
Road and Path (Tarmac)  
12.21

EXT-027  
Road and Path (Tarmac)  
12.21

EXT-028  
Road and Path (Tarmac)  
12.21

EXT-029  
Road and Path (Tarmac)  
12.21

EXT-030  
Road and Path (Tarmac)  
12.21

EXT-031  
Road and Path (Tarmac)  
12.21

EXT-032  
Road and Path (Tarmac)  
12.21

EXT-025  
Road and Path (Tarmac)  
12.21

EXT-026  
Road and Path (Tarmac)  
12.21

EXT-027  
Road and Path (Tarmac)  
12.21

EXT-028  
Road and Path (Tarmac)  
12.21

EXT-029  
Road and Path (Tarmac)  
12.21

EXT-030  
Road and Path (Tarmac)  
12.21

EXT-031  
Road and Path (Tarmac)  
12.21

EXT-032  
Road and Path (Tarmac)  
12.21

EXT-025  
Soft Internal (Vegetation)  
35.50

EXT-026  
Soft Internal (Vegetation)  
35.50

EXT-027  
Soft Internal (Vegetation)  
35.50

EXT-028  
Soft Internal (Vegetation)  
35.50

EXT-025  
Road and Path (Tarmac)  
12.21

EXT-026  
Road and Path (Tarmac)  
12.21

EXT-027  
Road and Path (Tarmac)  
12.21

EXT-028  
Road and Path (Tarmac)  
12.21

EXT-029  
Road and Path (Tarmac)  
12.21

EXT-030  
Road and Path (Tarmac)  
12.21

EXT-031  
Road and Path (Tarmac)  
12.21

EXT-032  
Road and Path (Tarmac)  
12.21



EXT-030  
Soft Internal (Grass)  
35.50

EXT-031  
Soft Internal (Grass)  
35.50

EXT-032  
Soft Internal (Grass)  
35.50



EXT-031  
Road and Path (Gravel)  
12.21

EXT-032  
Road and Path (Tarmac)  
12.21

EXT-033  
Road and Path (Tarmac)  
12.21

EXT-034  
Road and Path (Tarmac)  
12.21

EXT-035  
Road and Path (Tarmac)  
12.21

EXT-036  
Road and Path (Tarmac)  
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EXT-037  
Road and Path (Tarmac)  
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EXT-038  
Road and Path (Tarmac)  
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EXT-039  
Road and Path (Tarmac)  
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EXT-040  
Road and Path (Tarmac)  
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EXT-041  
Road and Path (Tarmac)  
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EXT-042  
Road and Path (Tarmac)  
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EXT-043  
Road and Path (Tarmac)  
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EXT-044  
Road and Path (Tarmac)  
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EXT-045  
Road and Path (Tarmac)  
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EXT-046  
Road and Path (Tarmac)  
12.21

EXT-047  
Road and Path (Tarmac)  
12.21

EXT-048  
Road and Path (Tarmac)  
12.21

EXT-049  
Road and Path (Tarmac)  
12.21

EXT-050  
Road and Path (Tarmac)  
12.21