

Asbestos Management Policy

PURPOSE & SCOPE

The purpose of this policy is to ensure all risks associated with hazardous building materials within the school are identified and managed.

Our aim is to provide a school environment safe from the potentially harmful effects of hazardous building materials including asbestos. Any asbestos contained in existing buildings will be safely managed.

Definitions

Asbestos: Fibrous forms of mineral silicates belonging to the serpentine and amphibole groups of rock-forming minerals.

Hazard: Anything with the potential to cause harm, injury, illness or loss.

Hazardous Building Materials: Materials, in addition to asbestos, including PCBs, SMFs and lead paint.

Approved Asbestos Analyst: A person trained to identify asbestos and complete asbestos fibre counts.

POLICY

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.

- Consult with Health and Safety Representatives (HSR) and employees if this hazard is suspected
- Arrange for an Approved Asbestos Analyst to identify the presence of hazardous building materials in the workplace through a hazardous material audit and provide the Principal with a formal report;
- If asbestos is present at the school the Principal appoints a person to act as School Asbestos Coordinator within the school and follow the Asbestos Management Plan;
- Inform the OHS Advisory Service (1300 074 715 or safety@edumail.vic.gov.au) of the identification of hazardous building materials at the worksite. They will provide advice in relation to its handling and removal;
- If reasonably practicable, indicate hazardous building materials by labelling;
- Ensure that any contractors or others entering the workplace, who may be exposed to these materials are provided with the formal report outlined above to inform them of the presence and location of the hazardous materials;

- Update the local OHS Risk Register, after any works are carried out, to monitor the materials;
- Only use certified contractors to carry out any hazardous building materials removal work; and
- Monitor the condition of the hazardous materials on a regular basis and be sure to update the local OHS Risk Register should there be a change in its condition
- All State School buildings have been audited for asbestos. This audit is known as a Part 5 Audit and identifies the presence of asbestos or any other hazardous materials. This report can be accessed by the Principal on eduweb. The school's OHS representative is to be given a copy of this report.

REFERENCES

Occupational Health and Safety Act 2004

Occupational Health and Safety Regulations 2007

National Standard and Code of Practice 1990 - Synthetic Mineral Fibre

Code of Practice for the Management and Control of Asbestos in Workplaces (NOHSC: 2018 (2005))

[DET Regional OHS/WorkCover Advisors](#)

DET Guidelines on Asbestos Management and School Asbestos Management Plan 2008

Victorian Government Schools Reference Guide, Section 7.24.8.1

Managing asbestos in workplaces - Compliance Code

Removing asbestos in workplaces - Compliance Code

Review cycle

Ratified by School Council - September 2019

Review Date - September 2020