

POLICY TITLE: ENPS Asbestos Management Policy
DATE RATIFIED: February 2019
REVIEW DATE: February 2020

ENPS MISSION: We maximise the potential of all; empowering independence, excellence, innovation and engagement with the world.

Critical Engagement
with the World

Academic Excellence

Inclusive Learning
Environment

Personal and Social
Wellbeing

RATIONALE

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.

At ENPS, the Department of Education and Training oversee the removal of asbestos in Victorian government schools. The role of OHS representatives at ENPS is to conduct regular inspections and ensure the physical environment is safe for everyone.

PURPOSE

The purpose of this policy is to ensure all risk associated with hazardous building materials within the Department of Education and Training (the Department) are identified and managed.

IMPLEMENTATION

- The [School Asbestos Management Plan](#) (SAMP) is a documented outline of how Asbestos Containing Materials (ACM) at Essendon North Primary School will be managed, including what types of materials will be managed, when and how this will be done and who has responsibility. All schools are required to have a current SAMP that is regularly updated. It forms part of the school Occupational Health and Safety Management System (OHSMS) to identify and control the risks associated with asbestos.
- Victorian government school buildings have been audited for asbestos. Any rooms containing asbestos have been labelled. This audit is known as a Part 5 Audit and identifies the presence of asbestos or any other hazardous materials.
- Relocatable buildings moved on site since the school's Part 5 Audit was completed are also assessed for the presence of asbestos
- The school principal or delegated school representative can access the ENPS individual Part 5 Asbestos Audit reports at: <http://www.eduweb.vic.gov.au/PRMSaudit>

- Asbestos classified as a result of the Audit as Category 0 or 1 has been removed from school buildings. Any remaining asbestos in schools (ie: Categories 2 and 3) represent no danger to students or staff if properly treated during the conduct of works.
- Copies of the Part 5 Audit must be made available to the school's Occupational Health and Safety representative, interested community members, and the principal must consult with all employees when a building or structure containing asbestos is being demolished or refurbished before any action is taken to assess or control the risk.
- All staff will be made aware of, and act in accordance with, the school's Asbestos Management Plan available from the principal.
- The School Asbestos Program Manager will be the main contact person for all asbestos matters and will assume responsibility as detailed the school's Asbestos Management Plan.
- Prior to carrying out any construction or maintenance works, contractors are required to be provided with a copy of the Part 5 Audit related to that part of the building in which work is to be undertaken. If asbestos is present in the areas to be disturbed, the principal will ensure the contractor provides a Part 6 Audit prior to the commencement of work outlining procedures to be implemented while working in that area in accordance with Victorian WorkCover OHS Regulations 1992 (Asbestos). At the same time a 'Hazardous Building Materials Audit' is required to be undertaken to determine levels of risk associated with lead paint PCBs etc.
- Appropriate training and record keeping will be maintained at all times.

For assistance with asbestos management at your school you can call:

- The Asbestos, Reinstatement and Preventative Maintenance Call Centre (Cushman and Wakefield) on 1300 133 468
- OHS Advisory Service on ph. 1300 074 715 or email safety@edumail.vic.gov.au

EVALUATION

This policy will be reviewed annually by the ENPS Occupational Health & Safety representative and School Asbestos Coordinator for school council as part of the school's regular review cycle.

DOCUMENT HISTORY

| Version | Effective Date | Owner | Description of change |
|---------|----------------|--------------|-----------------------|
| 1 | February 2019 | Scott Mullen | |

* Information on revisions and new versions to be added to the top of the table, therefore the most recent is always on top.

REFERENCES

Human Resources Asbestos Management:

<https://www.education.vic.gov.au/hrweb/safetyhw/Pages/hazardousbuildmaterials.aspx>