



# ASBESTOS POLICY

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## **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.

## **Policy Statement**

Australian Islamic College aims to provide a school environment safe from the potentially harmful effects of asbestos. Any asbestos contained in existing buildings will be safely managed.

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

## **Procedure**

- Give induction and access to all school maintenance staff and any external contractors/builders on the School Asbestos Register.
- Any work done on Asbestos related material in school must be recorded in the Asbestos Maintenance Register maintained at each campus.
- If an asbestos related hazard is suspected consult the Principal/Business Manager, Occupational Health and Safety Representative and maintenance staff.
- Arrange for an Approved Asbestos Analyst to identify the presence of hazardous building materials in the workplace through a hazardous material audit and provide you with a formal report;
- If asbestos is present at the school the Principal/Business Manager appoints a person to act as School Asbestos Co-coordinator within the school and follow the Asbestos Management Plan;
- Inform the OHS Advisory Service (1300 074 715) of the identification of hazardous building materials at the worksite. They will advise you in relation to its handling and removal;

- 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 School Asbestos Maintenance Register after any works are carried out to control 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 School Asbestos Maintenance Register should there be a change in its condition.

### **Evaluation**

This policy will be reviewed annually by the Occupational Health & Safety Representative and School Principal as part of the school's regular review cycle.

Implementation date: [February 2017]

Approved by: [Executive Principal]

Next review: [February 2018]