

School Business Manager

From: Paul Forrest <Paul.Forrest@southwark.anglican.org>
Sent: 29 February 2024 15:19
Cc: Mark Burnett; Sally Skelly
Subject: Health and Safety Executive spot check visits to schools to assess the management of asbestos

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Dear SDBE school SBM / Bursar,

The Health and Safety Executive are currently making visits to schools to assess the management of asbestos – 3 SDBE schools have received visit in the past 2 weeks. Compliance failures could lead to enforcement and prohibition action being taken.

Since 2022, 400 school inspections have been undertaken, including two SDBE schools. The most recent happening at time of writing. If the HSE find failures of process it can result in an enforcement notice and potentially fines. So far, enforcement notices have been issued to 7% of the schools - for significant failings in their systems. The most common type of failing relates to improvements being needed in their asbestos management plans or surveys.

Some questions to ask yourself and actions you may wish to take:

- Check when your (i) Asbestos Survey and (ii) Asbestos Management Plan were last reviewed and updated (for pre-2000 buildings only). <https://www.hse.gov.uk/asbestos/duty/asbestos-management-plan.htm>
- Check you have evidence of sharing your asbestos information with contractors. Have you a clear process?
- Does your survey and management plan include all parts of the school that were built pre-2000? Does it include outbuildings and the caretaker's house, for example?
- For any pre-2000 building you should assume asbestos could be present, even if your asbestos register records none or all asbestos identified in your survey has been removed. An asbestos management plan is still required, to account for the risk of unknown and unrecorded asbestos being disturbed.
- Are regular monitoring duties highlighted in the management plan and asbestos register being undertaken & recorded with records kept in the plan?
- For pre-2000 buildings, does your surveyor or premises team routinely commission a refurbishment and demolition survey, prior to works that could disturb known or unknown asbestos? Do you have a file of completed 'R&D' surveys you could show to a HSE inspector?
- If your survey is more than 5-years ago consider commissioning a new survey. If the survey contractor is not UKAS accredited, arrange a new survey by one that is: <http://www.ukas.com/>

- Have all relevant staff undertaken suitable asbestos awareness training in the last 5-years, or at all?
- SLT and governors should review the HSE's checklist <https://www.hse.gov.uk/education/asbestos-management-checklist.htm> and you may wish to record actions in the minutes of a relevant governors' meeting, especially if you are VA, as governors are the duty holder.
- Read the HSE's report of key findings in recent school visits:
<https://www.hse.gov.uk/education/asbestos-management-report.htm>

This update will be included in my next Building Bulletin which - due to a clerical error – was omitted from the recent half-termly SDBE email. Please look out for this next week, as it contains other updates.

Kind regards

Paul Forrest

Buildings and Capital Programmes Manager
Southwark Diocesan Board of Education
48 Union Street
London
SE1 1TD

Tel: 020 7234 9214

Mob: 07966 161599

Email: Paul.Forrest@southwark.anglican.org

Web: education.southwark.anglican.org

Twitter: twitter.com/SouthwarkDBE



SOUTHWARK DIOCESAN BOARD OF EDUCATION
Developing Church of England Education



A Charitable Company Limited by Guarantee. Charity No 313001. Registration No 86641. Registered Office: 48 Union Street, London SE1 1TD. Registered in England & Wales.

This message and any attachments is intended for the addressee(s) only and may contain privileged, confidential, or proprietary information that is exempt from disclosure under law.

If you have received this message in error, please inform us promptly by reply email, then delete the email and destroy any printed copy. Thank you.

Please consider the environment before printing this e-mail.

Important: This e-mail and any files transmitted with it are confidential and are intended solely for the use of the individual/s to which they are addressed. If you are not the named individual you should not disseminate, distribute or copy but delete and notify the school. The sender does not accept liability for any errors or omission in the contents of this message. The recipient should check this e-mail and any attachments for the presence of viruses. The integrity and security of this message cannot be guaranteed on the internet.