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Cleaning - No.40 Hazardous Substances (List additional hazards, risks and controls particular to your school using the blank template no.55)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Hazards | Is the hazard present?  Y/N | What is the risk? | Risk rating  H = High  M = Medium L = Low | Controls  (When all controls are in place risk will be reduced) | Is this control in place? | Action/to do list/outstanding controls  \*Risk rating applies to outstanding controls outlined in this column | Person responsible | Signature and date when action completed |
| Contact with chemical cleaning products |  | Skin Irritation  Allergies  Splashes (eyes)  Burns | H | Safety Data Sheet (SDS) have been obtained for all hazardous chemicals and a copy kept on file in a suitable location, accessible by relevant employees |  |  |  |  |
| H | Personal Protective Equipment (PPE) is provided and worn as directed on the Safety Data Sheet (SDS) |
|  |  | H | Chemicals are labelled and stored safely in accordance with requirements of Safety Data Sheet (SDS) |
|  |  | H | Bleach and acidic toilet cleaners are never mixed or put into toilet bowl together |
| Contact with biological agents |  | Needle stick injury  Infectious disease  Exposure to infectious diseases | H | All biological fluids e.g. blood, are treated as potentially infectious and gloves are worn during clean up |  |  |  |  |
| H | To reduce the possibility of needle stick injury, individuals should not put hands into bins or into areas where the contents cannot be seen |
| H | Clinical waste must be disposed of in a clinical waste/sharps bin. All clinical waste must be disposed of by an appropriate waste disposal company |
|  |  | H | If an employee suffers a needle stick injury bleeding is initially encouraged and medical attention is sought immediately |

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Cleaning - No.40 Hazardous Substances cont’d. (List additional hazards, risks and controls particular to your school using the blank template no.55)

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Hazards | Is the hazard present?  Y/N | What is the risk? | Risk rating  H = High  M = Medium L = Low | Controls  (When all controls are in place risk will be reduced) | Is this control in place? | Action/to do list/outstanding controls  \*Risk rating applies to outstanding controls outlined in this column | Person responsible | Signature and date when action completed |
| Contact with |  | Dermatitis or allergy | H | Cleaners have been made aware of the potentially hazardous substances |  |  |  |  |
| hazardous |  | that they may inadvertently encounter |
| substances |  | when cleaning areas such as a science laboratory |
|  | H | Cleaners have been given clear direction on what areas, equipment or |
|  |  | substances they must not touch when |
|  |  | cleaning specialist rooms |
|  | H | Cleaners are made aware of hazard warning symbols on chemicals and |
|  |  | care required when cleaning specialist |
|  |  | rooms such as the science laboratory or |
|  |  | other technical rooms |
|  |  |  |  |  |  |  |  |  |

If there is one or more High Risk (H) actions needed, then the risk of injury could be high and immediate action should be taken. Medium Risk (M) actions should be dealt with as soon as possible. Low Risk (L) actions should be dealt with as soon as practicable.

Risk Assessment carried out by: Date: / /

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