

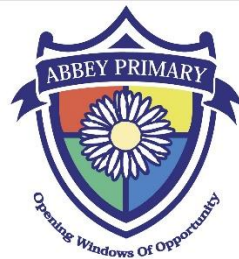


Asbestos Management Plan

(Control of Asbestos Regulations 2012)

Abbey Primary School

Willow Learning Trust



This document is reviewed at least annually

Review Date	Actual Date Reviewed	Reviewed by	Date sent to Duty Holder
December 2024	January 2025	Aaron Tanner	22/1/2025
January 2026			

Arrangements and Risk Assessment:

The location's Asbestos Duty Holder is, Aaron Tanner and they have ensured that a suitable and sufficient assessment has been carried out at Abbey Primary School to identify and assess the risk of exposure to asbestos containing materials.

A full Asbestos Management Survey was completed by a licensed asbestos surveyor appointed through the school's formal tendering process. The contractor selected was 777 Demolition, who last carried out a survey in February 2021. In addition, a separate survey of 13 Hartland Road was undertaken by NSUK in November 2019.

Ongoing management includes:

- **Monthly in-house visual inspections** of all asbestos-containing materials at Abbey Primary.
- **Annual visual inspection** of 13 Hartland Road.
- **Professional re-inspection every seven years** for Abbey Primary and 13 Hartland Road.

Additional Demolition/Renovation surveys are carried out where required prior to significant invasive works. This information is recorded.

Please note, if the asbestos survey does not confirm if there is or is not asbestos containing material, the school will presume there is until a survey or evidence proves otherwise.

Removed Asbestos:

Previous Surveys have identified asbestos that required removal, which has taken place. A summary of which can be found below. This information may help identify other locations onsite that may have asbestos containing materials.

Location:	Description:	Type of asbestos:	Date of removal:	Removal certificate received:
2/001 Loft	Pipe Lagging	Amosite-Fibrous	6/8/14	ARCS Environmental
0/014 Boiler room	Fusebox, gasket		6/8/14	
0/016 Kitchen	Boiler fittings			S&S Burner services

051 / 016 – Boiler room	Walls	Chrysotile/Crocidolite	CIF works AUG 2024	Abastra Environmental LTD
051 / S017 Boiler room	Walls insulation	Amosite	CIF works AUG 2024	Abastra Environmental LTD
051 – S018 Boiler room	Walls Insulation	Chrysotile/Crocidolite	CIF works AUG 2024	Abastra Environmental LTD
051 – XS18 Boiler rooms	Walls insulation	Chrysotile/Crocidolite	CIF works AUG 2024	Abastra Environmental LTD
051 - S019	Walls insulation	Amosite	CIF works AUG 2024	Abastra Environmental LTD

Previous Asbestos Management Surveys have identified asbestos that required additional work/ encapsulation. This work has been completed. A summary can be found below.

Location:	Description:	Type of asbestos:	Recommended work:	Date work completed:
051 - S020	Walls insulation	Amosite	Encapsulate/Manage	Ongoing management
051-S004 Abastra survey 20/6/25 - CIF Prorite	Walls and ceilings	Crocidolite	Encapsulate and Manage	Ongoing management
051-S005 Abastra survey 20/6/25 - CIF Prorite	Wall insulation	Crocidolite	Removal by licensed contractor or Encapsulate and Manage	Ongoing management

Any and all work to asbestos containing material is only undertaken by HSE licensed contractors.

Asbestos Register:

The school does not currently have a writable version of the Asbestos Register. The following table will record all the information from the Asbestos Register and will also be updated when required.

The findings from the most recent Asbestos Survey ABASTRA June 2025 (Cif R&D Survey) 777 Demolition Feb21 and NSUK 2019 have been summarised into the table below:

Location: Abbey Primary		Material type:	Condition assessment:	Risk rating:	Recommendation:	Action taken:
Room number/ name:	Location in the room:					
0/041	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly
0/042	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly
0/043	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly
0/045	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly
0/046	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly
0/051	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly
0/052	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly

0/054	Corridor underfloor ducting	Presumed	LOW		visual inspection	Ongoing monthly
0/055	Corridor underfloor ducting	Presumed	Low		visual inspection	Ongoing monthly
Dining Hall	Underfloor pipe insulation	Presumed, Encapsulated	Low		visual inspection	Ongoing monthly
051 - S020	Walls insulation	Amosite	9 - Medium		visual inspection	Encapsulated as per work, visual inspection ongoing
051-S004 Abastra survey 20/6/25 - CIF Prorite	Walls and ceilings	Crocidolite	Material assessment score 10	High	visual inspection	Encapsulate and Manage
051-S005 Abastra survey 20/6/25 - CIF Prorite	Wall insulation	Crocidolite	Material assessment score 8	Medium	visual inspection	Encapsulate and Manage
Location: Abbey Primary		Material type:	Condition assessment:	Risk rating:	Recommendation:	Action taken:
Room number / name:	Location in the room:					
13 Hartland Road						
1/003	Cement Panels	Chrysotile	4	Very low	Remove as part of demolition – inspect annually	Visual inspection yearly

3/014	Cement Panels	Presumed chrysotile	4	Very low	Annual inspection	Visual inspection yearly
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Annual Visual Reinspection:

There are a number of areas on the school site where, it has been confirmed by the licensed asbestos surveyor, that it is sufficient for the in-house site staff to undertake an annual visual assessment of the asbestos condition. These areas are easily/safely accessible. Areas such as loft spaces, confined spaces and buried services and not checked. These are recorded in the school's compliance folder on Sharepoint.

Avoiding Asbestos Disturbance and Communicating Risk:

- **Informing Staff and Contractors:**

Copies of the Asbestos Surveys and re-inspections are shown to all relevant staff and contractors who are involved in planning works at the school. This includes works that are organised via the Trust This is formally recorded.

Annual Reminders

During the first meetings of the new school year's first term, the Senior Leadership Team with ensure all staff are reminded of the following:

- The school contains asbestos containing materials that are suitably managed.
- Confirm how staff can access asbestos location information
- No staff are to carry out any invasive works (nailing, drilling, making holes etc.) in the fabric of the building without receiving written/email agreement from the school's Premises Manager, who is Aaron Tanner
- If the staff identify any damage to the fabric of the building, please inform the Premises Manager
- If staff presume/know asbestos has been disturbed, please report immediately
- Where maintenance work etc is undertaken by in house site staff this is planned to take the findings from the most recent Management Survey into consideration.
 - Where required, a suitable & sufficient risk assessment is undertaken. Works are monitored throughout the duration and at the end to ensure that the area is clear and secure.

Inductions

The above information is also provided to new staff during inductions via the staff handbook.

School H&S Policy

Guidance on asbestos is also contained in the school's H&S Policy.

- **Building Works:**

Where building works, including any construction, demolition and/ or refurbishment, capable of disturbing part of the building are being planned, the need for further investigations and intrusive surveys will be discussed with the planning supervisor/ Principal Designer for the work involved and a Refurbishment/Demolition Survey will be undertaken.

The school follows relevant guidance such as the Action HR Construction Design Management guidance when arranging building works. This includes when works are managed directly by the employer or DfE..

- **Control of Contractors:**

The school makes use of the Action HR Health & Safety Team Control of Contractor arrangements, and this includes the provision of hazard and risk information as part of the planning stages of any work.

All contractors are provided with a copy of the Asbestos Register, identifying areas of known asbestos on the site, even when work is not anticipated to take place in any of these spaces.

Any and all work to asbestos containing material is only undertaken by HSE licensed contractors.

- **Restricted Access:**

In order to minimise the risk of damage to asbestos containing material there are areas of the site where access is restricted, and these are listed below.

NB: there may be multiple safety reasons for restricting access to certain areas and this list should not be taken as confirmation that there is high risk asbestos in place.

Location/ Description of Area:	Members of staff with authorised access:
Plant Room	Aaron Tanner

In the Event of Possible Asbestos Discovery or Disturbance:

In the event that a suspect material is located or there is a potential accidental asbestos release/disturbance, the school will:

- Ensure the location in which the event took place is evacuated and secured in order that no one can enter it;
- Immediately contact the school’s asbestos surveyor/ consultant for further advice specific to the circumstances of the event;

- Inform the Health & Safety Team.

Where any clean up and/ or removal is required, this will only be undertaken by a licensed asbestos removal company. And clearance certification confirming the area is safe will be received and recorded.

Provision of Information to the Emergency Services:

The school understands it's legal responsibility to make the emergency services aware of the presence of asbestos containing material in a non-domestic setting.

Information, Instruction and Training:

The school is committed to the management of asbestos throughout its site and to this end any member of staff with any level of asbestos management responsibility has received an appropriate level of asbestos training; this is recorded below.

Member of staff:	Role title:	Type of training received:	Date of training
Aaron Tanner	Premises Manager	Asbestos duty holder	11 th March 2025

The school ensured that asbestos training is refreshed at least every three years.

The school also understands that any member of staff may be affected by asbestos and as such ensured that asbestos awareness is included as part of the safety training undertaken at inset days and during staff induction.

Diagrams

Diagrams noting the location of asbestos containing materials will be held with this document; both the hardcopy and online copy. (Appendix A)

Diagrams will be made available for all contractors carrying out invasive works.

Working on Asbestos Containing Material

The location will only use licenced asbestos contractors to carry out works, including on non-licenced works

Key Information

In the event of a suspected or known asbestos disturbance, the following will take place:

- Stop work immediately
- Secure the area
- Turn off any air con or air movement systems in the area to help reduce contamination
- Nobody is to enter the area, except competent asbestos consultants and removers, until they confirm it's safe to do so
- Contact your asbestos consultant and follow their guidance
- Record the names of all those who may have been exposed. Where possible, those who may have been contaminated should not leave the site until the consultant gives their approval, as they may require decontamination
- Check the onsite asbestos documentation
- Contact management
- Contact the H&S Team

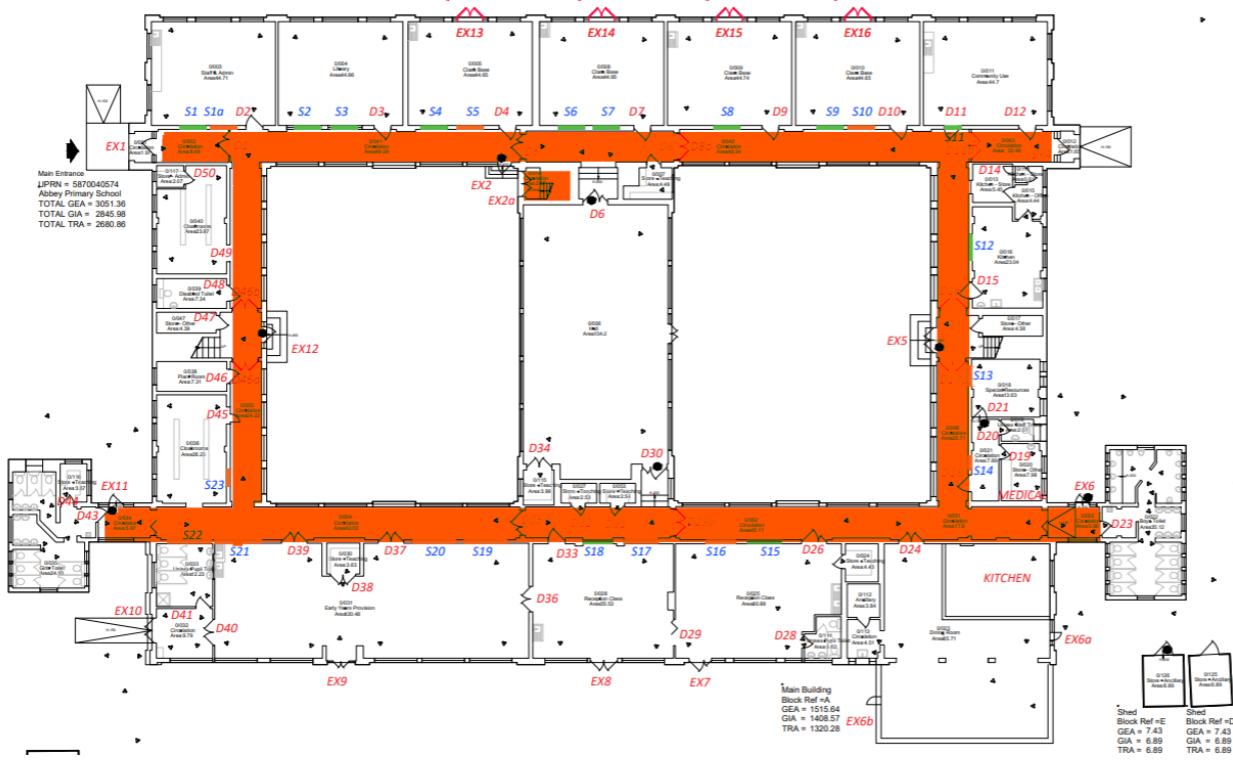
Name of Duty Holder:	Aaron Tanner
Name of Current Responsible Person and Occupation (This is the person that manages the day-to-day control of asbestos and will contact consultants where required etc.):	Aaron Tanner
Name and Contact Details of Current Asbestos Surveyor:	777 Demolition
Name and Contact Details for Current or Last Asbestos Removal Contractor:	-
Name and Contact Details of location's Current SUTTON H&S Advisors	Health and Safety Team London Borough of Sutton Civic St Nicholas Way Sutton SM1 1EA healthandsafety@sutton.gov.uk
Name and Contact Details of location's Current KINGSTON H&S Advisors	Health and Safety Team Royal Borough of Kingston Guildhall 2 Kingston upon Thames KT1 1EU

	<u>healthandsafety@kingston.gov.uk</u>
Onsite Trade Union Representatives	

Title:	Print Name:	Signed:	Date:
Duty Holder Representative:	Aaron Tanner		
Responsible Person:			

Appendix A

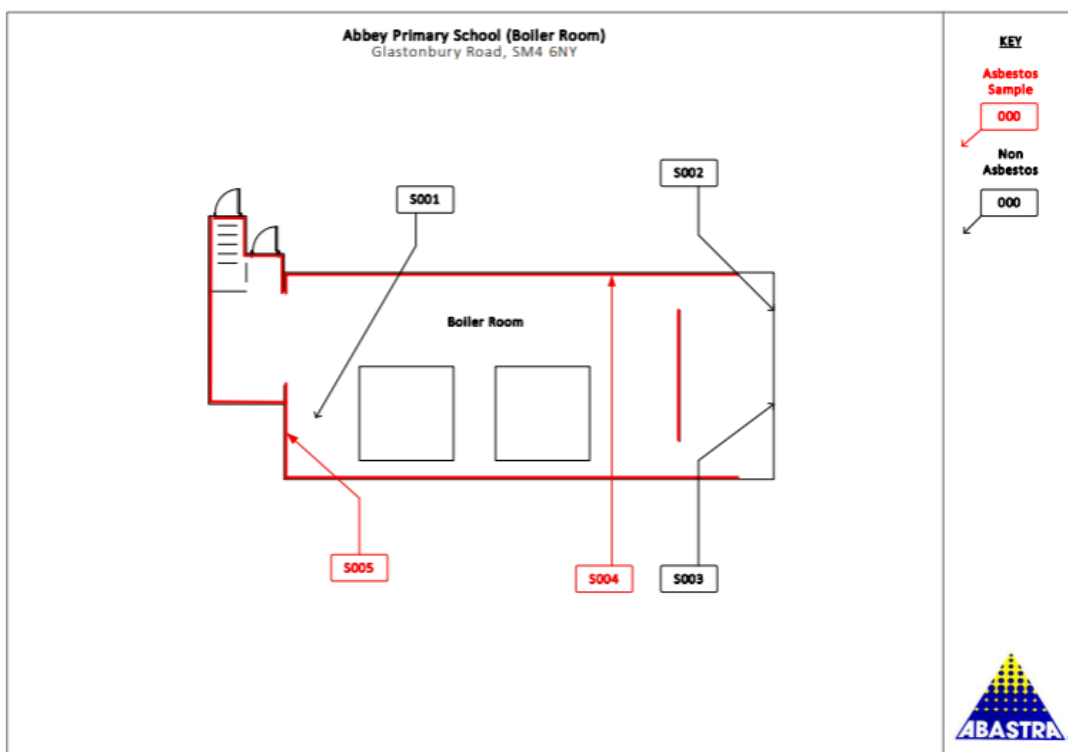
Presumed asbestos in the pipe lagging under the corridors on ground/first floor.



Asbestos location in plant room basement.



Appendix 3 – Survey Drawings



Version 1 July 2019
Pre-Refurbishment Survey

Abastra Environmental Limited
PR6885 - Abbey Primary School (Boiler Room)

Issue No. 1
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