

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	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				
		Allergies						
		Splashes (eyes)						
		Burns						
	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	H	All biological fluids e.g. blood, are treated as potentially infectious and gloves are worn during clean up				
		Infectious disease	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				
		Exposure to infectious diseases	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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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 hazardous substances		Dermatitis or allergy	H	Cleaners have been made aware of the potentially hazardous substances that they may inadvertently encounter 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: / /