

COSHH (CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH) POLICY

NHPo5
V4

HPr2 - COSHH Risk Assessment
Procedure

HR7 - Guidelines for Caretakers,
Housekeepers and Cleaners

HF16 - COSHH Risk Assessment

HR8 - Working with Substances
Hazardous to Health

Wellingtons for Langley Hall Nursery acknowledges that within the setting there are many substances such as liquids, powders, pastes, tablets and gasses that are completely harmless. There will however be some that could, in certain circumstances be considered dangerous. These substances are dealt with by the COSHH Regulations (2002).

To be included in this category a substance has to be dangerous i.e. present a hazard, in its own right. The danger or risk then has to be removed or controlled.

A substance may be hazardous in one or more of the following ways:

- ❖ by being inhaled.
- ❖ by being swallowed.
- ❖ by being in direct contact with the skin or eyes.

Within the setting, the main COSHH substances will be cleaning materials, including those used to sterilise babies' bottles etc. However there may be others such as correction fluid used by staff.

The COSHH Regulations (2002) require each workplace setting to carry out a specific COSHH risk assessment (see COSHH Risk Assessment Procedure **NHPr2** and COSHH Risk Assessment **NHF16**).

The Regulations also require Wellingtons for Langley Hall Nursery to keep a list of all COSHH substances used / kept at the setting. These are recorded on COSHH Risk Assessment **NHF16** and Hazard Data Sheets (obtained from the manufacturers) are kept in a clearly marked file in the main Admin area and known to all staff. The Hazard Data Sheet provides details of the recommended levels of exposure, symptoms if exposed and appropriate emergency treatment.

Staff are provided with personal protective equipment (see Clothing & Personal Protective Equipment Policy **NHPo15** and Guidelines for Caretakers, Housekeepers and Cleaners **NHR7**) and must wear this as directed.

Wellingtons for Langley Hall Nursery will consider carefully whether a particular substance is really necessary within the setting and seek out safer / less potent substances wherever possible.

All hazardous substances will be clearly labelled and stored in their original containers or other containers specifically designed for safe storage of that substance e.g. when diluted. Under no circumstances will original containers be reused.

All hazardous substances will be kept away from children e.g. in locked storage areas. Cleaning substances must not be left out e.g. on window sills (even for very short periods of time).



If cleaning products are supplied by Gompels, product summaries can be downloaded directly from their website www.gompels.co.uk.