Northamptonshire County Council

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architectural services & project management

Job Ref: 6931

PRE-CONSTRUCTION INFORMATION PACK

Maintenance Project

at

Paulerspury, C.E. Primary School
High Street
Paulerspury
Towcester
Northants
NN12 7NA

For

Northamptonshire County Council

Ref: 6931-04-200828-MC-TB

Date: August 2020

■ cottage farm ■ sywell ■ northampton ■ NN6 0BJ
■ t: 01604 64 65 66 ■ e: info@surshamtompkins.co.uk
■ w: www.surshamtompkins.co.uk
Members of the Chartered Institute of Architectural Technologists

MAINTENANCE PROJECT
AT PAULERSPURY PRIMARY SCHOOL
FOR NORTHAMPTONSHIRE COUNTY COUNCIL

CONTENTS

1.0 INTRODUCTION

Objectives

The Construction (Design and Management) Regulations 2015 apply to the project. The CDM Regulations re-emphasise the legal duties set out in the Health and Safety Act 1974 and Management of Health and Safety at Work Regulations 1999 and focus these duties into a construction context introducing responsibilities for the supervision of both the design and contract execution phases of a project.

The following legislation and standards will apply to the project. The list is by no means exhaustive, but is a guideline to relevant legislation:

Health and Safety at Work Act 1974.
Management of Health and Safety at Work Regulations 1999.
Provision and Use of Work Equipment Regulations 1998.
Personal Protective Equipment Regulations 1992.
Manual Handling Regulations 1992.
Noise at Works Regulations 1989.
Lifting Operations and Lifting Equipment Regulations 1998.
Electricity at Work Regulations 1989.
COSHH Regulations 2002.
Health and Safety-First Aid Regulations 1981.
Reporting of Injuries Diseases and Dangerous Occurrences Regulations 1995.
Workplace (Health, Safety and Welfare) Regulations 1992.
Construction Design and Management Regulations 2015.
Construction (Health, Safety and Welfare) Regulations 1996.
Collection and Disposal of Waste Regulations 1988.
Local Authority waste disposal legislation.
Control of Asbestos at Work Regulations 2012.
Health & Safety (Safety Signs and Signals) Regulations 1997.
RIDDOR Regulations 2013

The Pre-Construction Information Pack provides the health and safety focus for the construction phase of a project. It sets out to ensure that the design and construction of the building is affected in a safe way which complies with current health and safety legislation, in particular the requirements of the Construction (Design and Management) Regulations 2015.

This plan is included as part of the documentation issued to tenderers as part of the invitation to tender and is to be developed by the successfully appointed Principal Contractor prior to work commencing. No work is to commence until the Principal Contractor's Construction Phase Plan has been assessed for its adequacy and subsequently approved by the Principle Designer.

1.0 INTRODUCTION / Continued

Pre-Construction Information Pack

At the Pre-Construction phase of a project the Principle Designer will collate all information focusing on Design Risks and Hazards. They will obtain Consultants Risk / Hazard assessment reports for inclusion within the Information Pack.

The Principal Contractor's Construction Phase Plan will draw on his Health and Safety policy and assessments, the Pre-Construction Information Pack prepared by the Principle Designer and details on the management and prevention of health and safety risks created by contractors and sub-contractors. The Principal Contractor's Construction Phase Plan will continue to provide a co-ordinating mechanism as construction progresses.

Guidance information is included within Appendix 3 in respect of minimum information to be included within the Construction Phase Plan for submission to the Principle Designer, by the Principal Contractor, for acceptance before commencement of work on site.

Hazard Identification

The hazards identified in this Pre-Construction Information Pack are those identified by the Designers during the design stage of the project.

The Principal Contractor is required to take appropriate measure to control the risks created by these hazards and to prepare detailed Method Statements for inclusion within the Construction Health and Safety Plan.

The Principal Contractor is to identify the need to produce specific Method Statements in the plan submitted to the Principle Designer for review to ensure that adequate provision has been included within the tender.

The Contract Administrator/Design Team may wish to review Method Statements during the contract period for specific situations, such as:

- Where the hazard situation and likely precautions/procedures are unusual.

- Where it is considered necessary to ensure that the method of carrying out the work will not adversely affect the building or affect facilities in occupied areas of the building.

The Principal Contractor shall provide copies of such Method Statements on request.

1.0 INTRODUCTION / Continued

HSE Approved Codes of Practice, Guidance Notes Etc.:

HSG 150	Health and Safety in Construction.
HSG 33	Health and Safety in Roof work.
BS 5395	Ladders Codes of Practice.
PM 28	Working Platforms on Forklift Trucks 1981.
PM 32	Safe Use of Portable Electrical Equipment 1994.
HSG 6	Safety in Working with Lift Trucks 1993.
GS 31	Safe Use of Ladders, Steps and Trestles 1994.
HSG 48	Human Factors in Industrial Safety.
HSG 60	Work Related Upper Limb Disorders.
HSG 65	Successful Health and Safety Management 1991.
HSG 85	Electricity at Work – Safe Working Practices 1992.
HSG	Manual Handling – Solutions You Can Handle 1994.
HSG 121	A Pain in the Workplace – Ergonomic Problems and Solutions.
HSG 116	Taking Action on Stress at Work. 1995.
GS 28	Safe Erection of Structures.
C 56	LPG on Construction Sites.
GS 24	Electricity on Construction Sites.
HSG 32	Safety in Falsework for In Situ Beams.
ACOP L54	Managing Construction for Health and Safety.
HSC	A Guide to Managing Health and Safety in Construction.

Relevant EC and British Standards:

PD 5304 2000	Machinery Guarding.
BS 5725	Emergency Exits.
BS 5266	Emergency Lighting.
BS EN 166-168	Eye Protectors.
BS 5306	Fire Extinguishers.
BS 597374	Scaffolds Code of Practice.
BS EN 397	Safety Helmets.
BS 2754	Electrical Shock Protection, Construction of Electrical Equipment.
BS 5845	Anchorages for Fall Arrest Equipment.
BS EN 341	Fall Arrest Equipment.

2.0 HEALTH AND SAFETY ON CONSTRUCTION SITES/WELFARE FACILITIES

Specific requirements and duties relating to the management of health and safety on construction sites are included in Regulations 26 – 44 of CDM 2007. The requirements of these regulations are covered in detail below.

Safe Places of Work (Regulation 26)

It is a requirement that:

(a) there should be enough suitable access to, and egress from, any place of work and any places provided for use, such as canteens and toilets.
(b) places of work should be safe and free from health risks.
(c) there should be no access to places which do not comply with (a) and / or (b).
(d) places of work should have sufficient working space and be suitably arranged for anybody who is or is likely to work there.

There is an exemption from the requirements of (a) and (c) where people have to gain access to make an area safe, but this is "provided all practicable steps are taken to ensure the safety of that person whilst engaged in that work".

Good Order and Site Security (Regulation 27)

All areas of sites must, so far as is reasonably practicable, be kept in good order, and all workplaces must be kept reasonably clean. So far as is reasonably practicable, site perimeters must be identified by suitable signs and the extent of the site must be easily identified or fenced off. Timber or other materials with projecting nails must not be used for any work where they could cause danger or be stored in any place where they could cause danger.

Stability of Structures (Regulation 28)

Steps should be taken to ensure that any structure or part of a structure, which may become weak or unstable due to construction work does not collapse accidentally. There must be no overloading of part of a structure when this could cause risk to persons. Any buttress, temporary support or structure must be designed, installed and maintained to withstand any foreseeable loads, and only be used for the purposes for which it was so designed, installed and maintained.

Demolition or Dismantling (Regulation 29)

Where there may be a danger to persons, demolition or dismantling must be planned and executed in a manner to prevent danger or, where it is not practical to prevent it, minimise the risk. The arrangements for demolition or dismantling work must be recorded in a written method of work prior to the commencement of the work. When carrying out demolition work, reference should be made to BS6187: 2000 The Code of Practice for Demolition.

Excavations (Regulation 31)

Steps should be taken to prevent danger to any person, using supports or battening if required, from the collapse of an excavation, from falling or dislodged materials, from being trapped or buried by falling materials. Steps should be taken to prevent the fall of persons or materials into an excavation and the overloading of an excavation or adjacent ground by work equipment or material.

Where it is necessary to support an excavation to prevent the risk of falling material into it and endangering people, the support should be put in place at the start of the shift. Following any incident that may have affected the stability of the excavation and following a fall of material, it should be inspected and approved by a competent person. If, following an inspection, the person carrying out the inspection informs the duty holder of a concern, work should not continue until this matter is resolved.

2.0 HEALTH AND SAFETY ON CONSTRUCTION SITES/WELFARE FACILITIES

Reports of Inspections (Regulation 33)

Regulation 33 refers to inspections carried out under Regulation 31. The person responsible for the inspections should, prior to the end of the shift, inform the duty holder of any concerns regarding safety and prepare a report of inspection (see Schedule 3 of the Regulations) and present this (or a copy of the) report to the duty holder.
The report should be kept at the site at which the inspection was carried out until the completion of the work and after that for three months.
For the purposes of inspections carried out under Regulation 31, no more than one report will be required within seven days.
The particulars to be included in a report of inspection are:

(a) the name and address of the person who requested the inspection
(b) the location of the inspection
(c) a description of the place of work (including any relevant work equipment and materials)
(d) the date and time
(e) a description of defects which could affect health and safety
(f) details of remedial action
(g) details of further action considered necessary
(h) the name and position of the person completing the report

Energy Distribution Installation (Regulation 34)

Energy distribution installations should be suitably located, checked and clearly indicated to prevent danger.
Where there is a risk from electric power cables, these should be directed away from the area or isolated and, where necessary, earthed. If this is not reasonably practicable, a suitable level of safety should be provided using warning notices and barriers or suspended protections if vehicles need to pass beneath.
If there is a risk from underground services or from damage or disturbance to it, work should only be carried out if suitable and sufficient measures have been taken to prevent the risk.

Prevention of Drowning (Regulation 35)

Where people could fall into water or other liquid with a subsequent risk of drowning, measures must be taken to prevent such a fall and to minimise the risk of drowning and to ensure the provision, maintenance and, where necessary, use of suitable rescue equipment.

Traffic Routes (Regulation 36)

Construction sites should be organised so that pedestrians and vehicles can move safely and without risk to health. Traffic routes should be suitable for the intended use of people and vehicles, sufficient in size and number and suitably placed.
Pedestrians or vehicles should be able to use traffic routes without causing danger to persons near it. Any door or gate leading onto traffic routes should be far enough from the traffic routes to allow any pedestrians to safely observe approaching traffic. Pedestrians should be adequately separated from vehicles to ensure safety, or where this is not possible pedestrians should have alternative protection and receive effective warning to prevent them being crushed or trapped by any vehicle. Alternative doors, which are marked and kept free from obstruction, should be provided for pedestrians
Loading bays should have at least one pedestrian only exit point.

2.0 HEALTH AND SAFETY ON CONSTRUCTION SITES/WELFARE FACILITIES

The requirement for segregating vehicles from pedestrians also forms part of the requirements of the **Workplace (Health, Safety and Welfare) Regulations 1992** (SI 1992 No. 3004) which are not applicable to construction sites. The policy of segregation is generally regarded as good practice on large, civil engineering type projects such as road building.
Vehicular traffic routes should be free from obstruction, indicated by suitable signs, regularly checked and properly maintained.

Vehicles (Regulation 37)

There should be steps put into place to prevent the unintended movement of vehicles and to ensure that people who have effective control of vehicles give warning to people who may be at risk from the movement of their vehicles. Vehicles used for construction work must be driven, operated or towed in a safe manner and loaded so that they can be driven safely. Passengers must only be allowed on vehicles where there is a safe place specifically provided. Nobody must remain on a vehicle during loading or unloading of loose material "unless a safe place of work is provided and maintained". Measures should be taken to prevent any vehicle from falling into any excavation, pit or water or overrunning the edge of any embankment or earthwork.

Prevention of Risk from Fire (Regulation 38)

Steps should be taken to prevent risks to people from fire, explosion, flooding or any substance liable to cause asphyxiation.

Emergency Procedures (Regulation 39)

"Suitable and sufficient arrangements must be prepared and when necessary, implemented" for tackling foreseeable emergencies and carrying out evacuation of the whole or part of the site in the event of risk to health and safety. All people who are affected by any arrangements should be made aware of their existence. The arrangements should be tested by being put into effect at suitable intervals. Where there is an evacuation procedure a trial evacuation must be carried out periodically.
The considerations outlined in Regulation 39 (2) must be taken into account when preparing these arrangements:

(a) the nature of work activities
(b) the characteristics, size and geography of the site
(c) plant and equipment
(d) numbers of people likely to be on site
(e) physical and chemical properties of substances and materials likely to be on site.

Emergency Routes and Exits (Regulation 40)

A satisfactory number of emergency routes and exits should be provided to allow any person to reach a safe place as quickly as possible. In preparing such arrangements, the considerations listed above under regulation 39 (2) should be taken into account.

The emergency routes and exits must "lead as directly as possible to an identified safe area". Emergency routes, exits and traffic routes must be kept "clear and free from obstruction, and, where necessary, provided with emergency lighting" to ensure use at any time.

Signs should indicate the presence of emergency routes or exits.

Fire Detection and Fire Fighting (regulation 41)

"Suitable and sufficient firefighting equipment, fire detectors and alarm systems" should be provided and "suitably located". In preparing such arrangements, the considerations listed above under Regulation 39 (2) should be taken into account. Any fire-fighting equipment, fire detectors and alarm systems should be properly maintained, examined and tested at intervals which ensure their effectiveness. Fire-fighting equipment which is not automatic must be easily accessible.

2.0 HEALTH AND SAFETY ON CONSTRUCTION SITES/WELFARE FACILITIES

Employees must be "instructed in the correct use of any fire-fighting equipment" they may be required to use. People carrying out work which may cause a risk of fire must be "suitably instructed to prevent, so far as is reasonably practicable, that risk". Fire-fighting equipment must be suitably signed.

Fresh Air (Regulation 42)

Every workplace or approach must have "sufficient fresh or purified air". Ventilation or other equipment used to ensure compliance must have a visible or audible alarm, which activates in event of failure.

Temperature and Weather Protection (Regulation 43)

The temperature of indoor workplaces must be "reasonable having regard to the purpose for which that place is used" during work hours. It is possible that the temperature may be too low or too high for work to be conducted in comfort. The employer will therefore need to examine the work activity to decide if any measures are necessary for either raising or lowering the temperature.
Outdoor workplaces must, so far as is reasonably, practicable, be arranged so that the personnel are protected from adverse weather. The measures taken should be dependent on the nature of the work and the protective equipment and clothing provided.

Lighting (Regulation 44)

Suitable lighting should be provided at any workplaces, the approach to workplaces and traffic routes. Lighting should be natural where possible. The colour of artificial light must not affect the ability to recognise any safety sign or signals. Where there could be a risk to health and safety of persons in the event of artificial lighting, secondary lighting must be provided.

2.2 WELFARE FACILITIES

Sanitary Conveniences

1. Suitable and sufficient sanitary conveniences shall be provided or made available at readily accessible places. So far as is reasonably practicable, rooms containing sanitary conveniences shall be adequately ventilated and lit.
2. So far as is reasonably practicable, sanitary conveniences and the rooms containing them shall be kept in a clean and orderly condition.
3. Separate rooms containing sanitary conveniences shall be provided for men and women, except where and so far as each convenience is in a separate room, the door of which is capable of being secured from the inside.

Washing Facilities

4. Suitable and sufficient washing facilities, including showers if required by the nature of the work or for health reasons, shall so far as is reasonably practicable be provided or made available at readily accessible place.
5. Washing facilities shall be provided:
    (a) in the immediate vicinity of every sanitary convenience, whether or not provided elsewhere; and
    (b) in the vicinity of any changing rooms required by paragraph 14 whether or not provided elsewhere.
6. Washing facilities shall include:
    (a) a supply of clean hot or cold, or warm, water (which shall be running water so far as is reasonably practicable);
    (b) soap or other suitable means of cleaning: and
    (c) towels and other suitable means of drying.

2.0 HEALTH AND SAFETY ON CONSTRUCTION SITES/WELFARE FACILITIES

7. Rooms containing washing facilities shall be sufficiently ventilated and lit.
8. Washing facilities and the rooms containing them shall be kept in a clean and orderly condition.
9. Subject to paragraph 10 below, separate washing facilities shall be provided for men and women, except where and so far as they are provided in a room the door of which is capable of being secured from inside and the facilities in each room are intended to be used by only one person at a time.
10. Paragraph 9 above shall not apply to facilities which are provided for washing hands, forearms and face only.

Drinking Water

11. An adequate supply of wholesome drinking water shall be provided or made available at readily accessible and suitable places.
12. Every supply of drinking water shall be conspicuously marked by an appropriate sign where necessary for reasons of health and safety.
13. Where a supply of drinking water is provided, there shall also be provided a sufficient number of suitable cups or other drinking vessels unless the supply of drinking water is in a jet form which persons can drink easily.

Changing Rooms and Lockers

14. (1) Suitable and sufficient changing rooms shall be provided or made available at readily accessible places if:
    (a) a worker has to wear special clothing for the purposes of his work: and
    (b) he cannot, for reasons of health and propriety, be expected to change elsewhere, being separate rooms for, or separate use of rooms by, men and women where necessary for reasons of propriety.
    (2) Changing rooms shall:
    (a) be provided with seating; and
    (b) include, where necessary, facilities to enable a person to dry any special clothing and his own clothing and personal effects.
    (3) Suitable and sufficient facilities shall, where necessary, be provided or made available at readily accessible places to enable persons to lock away:
    (a) any special clothing which is not to be taken home
    (b) their own clothing which is not worn during work hours; and
    (c) their personal effects.

Facilities for rest

15. (1) Suitable and sufficient rest rooms or rest areas shall be provided or made available at readily accessible places.
    (2) Rest rooms and rest areas shall:
    (a) include suitable arrangements to protect non-smokers from discomfort caused by tobacco smoke;
    (b) be equipped with an adequate number of tables and adequate seating with backs for the number of persons at work likely to use them at any one time;
    (c) where necessary, include suitable facilitates for any person at work who is a pregnant woman or nursing mother to rest lying down;
    (d) include suitable arrangements to ensure that meals can be prepared and eaten;
    (e) include the means for boiling water and
    (f) for it to be maintained at an appropriate temperature.

3.0 NATURE OF THE PROJECT

3.1	Name of Client:	**Northamptonshire County Council** One Angel Square Northampton NN1 1ED
3.2	Contract Administrator:	**Sursham Tompkins & Partners** **Architectural Services & Project Management** Cottage Farm Sywell, Northamptonshire NN6 0BJ Telephone : 01604 646566 Email : mark@surhamtompkins.co.uk Project Contact : Mark Croxen
3.3	Principle Designer:	**Sursham Tompkins & Partners** **Architectural Services & Project Management** Cottage Farm Sywell, Northamptonshire NN6 0BJ Telephone : 01604 646566 Email : mark@surhamtompkins.co.uk Project Contact : Mark Croxen
3.4	Site Locations:	Paulerspury Primary School High Street, Paulerspury, Towcester, Northants NN12 7NA
3.5	Project Details:	Maintenance Project
3.6	Programme:	Start date: TBC Completion: TBC
3.7	Client Contact:	Craig Pluck - NCC Email: CPluck@northamptonshire.gov.uk

4.0 THE EXISTING ENVIRONMENT

4.1 Site Area

The sites are situated off residential areas. Refer to Location Plan drawing No. 6931/HSP100 contained within Appendix 1.

4.2 Planning Approval

Confirmation that Planning Approval is not required.

4.3 Building Regulations Approval

Confirmation that a Building Regulation application will be submitted during the tender period.

4.4 Surrounding Land Use

The Site is located within a mainly residential area.

See Item 4.1 and Location Plan drawing No. 6931/HSP100 contained within Appendix 1.

4.5 Existing Services

The site is currently served by water, electricity and telephone services, together with foul and surface water drainage.

There is no works below ground so should not be affected.

4.6 Asbestos Based Materials

See Asbestos Report in Appendix 3.

4.7 Ground Conditions

Not applicable – no foundations.

5.0 EXISTING DOCUMENTATION

5.1 There are existing Survey Drawings of the area of works within the STP Tender Issue, which although not contained within this Pre-Construction Information Pack, forms part of the tender documentation.

5.2 The Location Plan drawings No. 6931/HSP100 is contained within Appendix 1.

5.3 The Site Plan drawings No. 6931/HSP101 is contained within Appendix 1.

6.0 THE DESIGN

Briefly the proposed works comprise of:
Maintenance project.

The Principal Contractor's Site Compound / Site Works Area as denoted on the Site Plan drawing 6931/HSP101 contained within Appendix 1. All site storage will be contained within the denoted area. Access / egress to the site will be under the supervision of the Contractor and his appointed banksman. There is no car parking on the site. Contractors to find car parking in the surrounding roads.

Under no circumstances is the Contractor to drive any machinery / plant etc on the adjoining owners land.

Refer to Appendix 2 for:

- Sursham Tompkins & Partners, Architectural Services and Project Management: Designer's Residual Risk Register reference 6931-04-200828 dated August 2020.

The following additional hazards will require attention by Principal Contractor with preparation of Method Statements as appropriate under the heading of 1.0 INTRODUCTION – Hazard Identification:

- Site access and egress points.
- Location of welfare facilities during construction.
- Unloading and storage areas.
- Transportation of materials from compound area to works location.
- Location of fuel and combustibles.
- Confined site area - transporting materials / manoeuvrability

7.0 CONSTRUCTION MATERIALS

Contractor to ensure safe working procedures for working with hazardous materials such as:

- Materials containing epoxy resins.
- Adhesives.
- Cement.
- Glass products.
- Paints / preservatives containing solvents.
- Timber treatment.
- Wood preservatives.
- Floor adhesives.
- Water treatment chemicals.
- Galvanised steel.
- The need to use bottled gas during construction for cutting, welding, brazing and other operations.

The Principal Contractor is required to take appropriate measure to control the risks created by these hazards and to prepare Method Statements as appropriate under the heading of 1.0 INTRODUCTION – Hazard Identification.

8.0 SITE WIDE ELEMENTS

8.1 Site access and egress.
All access and egress to Site Works / Compound Area will be as per Location Plan drawing No. 6931/HSP100 contained within Appendix 1.

Principal Contractor to provide adequate lighting, fencing, warning signs to the access routes.

Principal Contractor to ensure 'banksman' on hand at all times to supervise all access and egress traffic movement of deliveries and Contractor's vehicles from site. See Site Plans 6931/HSP101 regarding access.

Refer to 8.4 of this Pre-Construction Information Pack in respect of Principal Contractor's plant movement and deliveries.

The access to the Site Works / Compound Area to remain clear and clean at all times.

8.2 Principal Contractor will be allowed, if required, to erect temporary buildings or other structures within the Site Works / Compound Area including bulk storage, skips etc. Area to be fully enclosed with fencing conforming to HSG 151 – PROTECTING THE PUBLIC (2-metre-high, mesh panels, panels to extend to ground). Secured gates to form access to Site Works / Compound Area. Refer to Site Plans drawing 6931/HSP101 contained within Appendix 1.

8.3 Traffic / pedestrian routes
To be retained as safe thoroughfares at all times. Lighting to be maintained at all times.

8.4 Due to the nature of the site and its surrounding area there will be NO Contractor's deliveries or removal of materials or plant between:

Between 8.15 & 9.15 / 14.45 & 15.45.

8.5 All loading / unloading of delivery vehicles restricted to adjacent designated Site Works / Compound Area.

8.6 On possession of the site the Principal Contractor is required to maintain a secure site throughout the duration of the construction work.

8.7 The Principal Contractor is to ensure that only authorised persons are permitted within boundaries of the Works and will be required to implement a proper authorisation procedure and controls.

8.8 Refer to Site Plan drawing 6931/HSP101 contained within Appendix 1 for definition of the Site Works / Compound Area and associated fencing.

8.9 All persons operating on the site are to undergo a site safety induction course before commencing work on site.

8.0 SITE WIDE ELEMENTS / Continued

8.10 The Principal Contractor shall comply with all Police and Local Authority regulations relative to movement of vehicles, standing vehicles, parking, delivery and unloading.

8.11 The following hazards have been identified, which cannot be avoided, and which will be a risk to the safety of construction workers and adjoining public and pedestrians as follows:

- Site access and egress points.
- Unloading and storage areas.
- Location of fuel and combustibles.
- Transporting materials / manoeuvrability.

8.12 The provision of all services must be maintained and operational to cover the complete premises at all times whilst occupied. Occupants to be informed of any interruptions. Therefore, to achieve this, the electrical sub-contractor should be made aware that out of hours' work may be required.

8.13 Work of an excessive noise level is restricted to the following times:

Between 8.30am and 4.30pm with prior agreement with the client and CA.

8.14 The Principal Contractor is to be aware that access is to be maintained at all times for Building Occupants.

8.15 Skips to be located within the Compound Area or as agreed with occupants / Client / Principle Designer prior to site commencement. All existing hard paving's to be protected as necessary from damage caused by skip / delivery vehicles. Any damage to roadway / kerbing / footpath / landscaping etc. to be made good at Principal Contractor's expense.

8.16 Principal Contractor to ensure regular site meetings and site safety inspections as necessary to ensure communications between the project team, other Contractors and site operatives.

8.17 Principal Contractor to ensure that any works that deviate from submitted Method Statements to be re-submitted as an amended Method Statement to the Principle Designer.

8.18 Principal Contractor to ensure site rules are displayed at the site and used at the site safety induction course.

8.19 Principal Contractor to ensure that notification details (F10) are displayed and visible.

8.20 Principal Contractor is to ensure that no dangerous equipment or materials are left at the site unless locked in a secure store.

8.0 SITE WIDE ELEMENTS / Continued

8.21 Principal Contractor to ensure that hazard report forms are available on site. Principal Contractor is to be informed of any additional hazards found and work is to stop immediately if injury is a likely outcome of the hazard.

8.22 Principal Contractor to ensure that a first aid box is available on site and appoint an operative who is to be notified in the event of an injury or casualty evacuation. The nearest emergency unit is to be prominently displayed.

8.23 Principal Contractor to ensure that only personnel wearing safety helmets, safety footwear and high visibility vests will be allowed onto the site.

8.24 Principal Contractor to ensure 'Visitor's Log' in place and restrict site access to Contractor's and authorised visitors only.

8.25 The Principal Contractor to arrange his site storage etc. within the confines of the Compound Area.

8.26 Principal Contractor to ensure that all site operatives including sub-contractors have been Enhanced BDS checked, details of this is to be contained within the Contractors Construction Phase Health & Safety Plan.

8.27 The Principal Contractor shall ensure that all Fire Alarm and Security Alarm systems are maintained and operational during the duration of the Works and covers the complete premises at all times whilst the school is in general occupation.

8.28 Re-organisation of the School's escape procedures will need to be in place for the duration of the Works and this to be established and finalised between the School, Principal Contractor and CA during pre-contract preparation for inclusion within the Principal Contractor's Construction Phase Plan.

8.29 The Principal Contractor to arrange his own welfare facilities including hot and cold water, toilet accommodation, site storage, mess facilities etc. within the confines of the Compound Area as indicated on the Site Plan drawing No. 6931/HSP101 contained within Appendix 1. The school's welfare facilities are not to be used in any circumstance.

9.0 FIRE PREVENTION ON CONSTRUCTION SITES

A Site Fire Safety Co-ordinator is to be appointed by the Principal Contractor and will be responsible for assessing the degree of fire risk and for creating and regularly updating the site Fire Safety Plan as construction proceeds, all in compliance with the document 'FIRE PREVENTION ON CONSTRUCTION SITES' Ninth Edition.

THE SITE FIRE SAFETY PLAN will form part of the Construction Phase Plan and is to detail, as a minimum, those items contained within the above document and as listed below:

1) The organisation of and responsibilities for Fire Safety.
2) General site precautions, fire detection and warning alarms.
3) The requirements for a Hot Work permit regime.
4) Site accommodation - location, construction and maintenance.
5) Fire escape and communications (including an effective evacuation plan and procedures for calling the fire brigade).
6) Fire brigade access, facilities and co-ordination.
7) Instructions given to those on site of the required actions in case of fire.
8) Effective security measures to minimise the risk of arson.
9) A materials storage and waste control regime.

The Principal Contractor / Site Fire Safety Co-ordinator must:

a) Ensure that all procedures, precautionary measures and safety standards as laid down in the Site Fire Safety Plan are clearly understood and complied with by all those on the project site.

b) Where required by the Site Fire Safety Plan, ensure that a system using Hot Work permits is established and monitor compliance.

c) Carry out weekly checks of fire fighting equipment and test all alarm and detection devices installed on site.

d) Conduct weekly inspections of escape routes, fire brigade access, fire fighting facilities and work areas and monitor the requirements laid down in the Site Fire Safety Plan.

e) Liase with local fire brigade and if requested by the fire brigade, arrange site inspections and familiarisation tours.

f) Liase with security personnel where they are employed.

g) Ensure that a proper maintenance regime for fire protection equipment is instituted, including the keeping of a written record of all checks, inspections and tests.

h) Maintain a written record of all fire patrols and fire drill procedures.

I) Regularly monitor and check the detailed arrangements and actual procedures for calling the fire brigade.

j) During an alarm, execute those duties required for the safe evacuation of the site, and ensure that all staff and visitors report to the assembly points.

k) Promote 'a fire safe working environment' at all times.

9.0 FIRE PREVENTION ON CONSTRUCTION SITES / Continued

Principal Contractor to ensure compliance of the document 'FIRE PREVENTION ON CONSTRUCTION SITES' Fourth Edition: October 1997 under the following headings as itemised within this document:

- Emergency Procedures
- Fire Protection
- Temporary Covering Materials
- Portable Fire Extinguishers
- Site Security against Arson
- Temporary Accommodation
- Site Storage of Flammable Liquid and LPG
- Electricity and Gas Supplies
- Hot Work
- Waste Materials
- Plant
- Material Storage
- Smoking.

10.0 OVERLAP WITH CLIENT'S ACTIVITIES

Work in occupied Buildings: -

The School will be open for the majority of the contract. The Contractor is to take all necessary precautions to protect Building Occupants from the dangers of the construction site/operations/materials, by implementing the following: -

- Controlled procedures for deliveries, unloading, storing and distribution of building materials.
- Provision of secure protection/barriers to areas of the works, compound, stored materials, plant and building debris/rubbish.
- Adequate precautions to prevent nuisance and health hazards from dust and noise.

The Contractor will be required to liaise and co-operate with School staff in order to carry out the above.

The Principal Contractor to establish and be aware of Emergency Assembly Points for all Building Occupants.

Additional information in respect of School occupancy: -

- Total Number of pupils - 115 approximate

- Total number of staff - 19 approximate

- Arrival/departure - Many children are either transported to and from School with drop off / pick up points at the School boundaries or are pedestrians. Staff do not specifically supervise this procedure.

- Dates of School holiday periods:

Autumn	Close	Friday 25 October 2020
	Open	Monday 4 November 2020
Christmas	Close	Friday 18 December 2020
	Open	Monday 4 January 2020

Any additional Training Days will be advised to the Principal Contractor in due course.

If access will be required after School Hours and during School holiday periods, the Contractor is to confirm details.

11.0 SITE RULES

A designated Site Safety Officer is to be appointed by the Principal Contractor.

All persons working on or visiting the site are required to wear safety helmets and other protective equipment as appropriate to task or other activities in progress.

All persons working on or visiting site may be required to wear 'visitors' identification badges which will be supplied by the School to the Principal Contractor prior to site commencement.

All persons working on or visiting site are required to be wearing at least a T-shirt on upper torso. Under no circumstances will any person be allowed to be bare chested.

The Principal Contractor and all Contractors are to comply with the COSHH (Control of Substances Hazardous to Health) Regulations 1994.

Access roads to be kept clear of spoil and debris at all times and all deposits of mud and debris must be kept clear from public highways.

Principal Contractor to ensure that 110V supply only used for electrical equipment.

Avoid noise, dust and disturbance.

There is a NO SMOKING policy throughout the site.

No burning on site.

No use of mobile telephones within the School buildings.

Only normal working hours to be worked unless prior arrangement and approval of the Contract Administrator.

Restrictions in respect of timing of deliveries as directed within item 8.4.

No Building Operatives, Sub-Contractors, suppliers etc. shall enter the School buildings beyond authorised / identified areas and locations unless agreed with the School.

All operatives/visitors including sub-contractors to the site to hold Enhanced Disclosure & Barring Service check (DBS) and copies of certificates will be requested prior to entering any school buildings or general school circulation areas.

12.0 CONTINUING LIAISON

Generally

The procedures for the consideration and acceptability of the Health and Safety implications of any contractor prepared designs shall follow the Principals of prevention and protection and take into account those issues highlighted in the Health and Safety Plan.

Details of Health and Safety issues, risk assessments and hazards which cannot be designed out are to be included within the Construction Phase Plan, and with the proposals for mitigation or control required during construction, maintenance, repair, replacement, dismantling and disposal.

Procedures for dealing with unforeseen events during the project which result in substantial design changes and which might affect resources are as follows:

- In the event of any unforeseen circumstances occurring, the Contract Administrator and Principle Designer is to be informed immediately by the Principal Contractor.
- The Health and Safety issues arising from any unforeseen occurrence are to be included within the Construction Phase Plan together with issue to the Design Team and Principle Designer before implementation
- In the event that any re-design is required, for whatever reason, the Health and Safety implications are to be included within the Construction Phase Plan together with issue to the Design Team and Principle Designer before implementation.

The Principal Contractor is to confirm the arrangements for monitoring and reviewing the compliance with Health and Safety issues.

Following appointment of Principal Contractor, the Construction Phase Plan to be submitted to the Principle Designer in accordance with CDM Regulation 10. The construction phase will not commence until the Health and Safety Plan complying with Regulation 15(4) has been fulfilled.

An up to date copy of the Construction Phase Plan to be kept on site and made available as required.

13.0 THE BUILDING MANUAL

The Building Manual/Health & Safety file requirements are to be as set out within A37 (110 to 160) of the Specification. A summary of those requirements is laid out below:

1. **Incorporating the Health and Safety File (and sub-titled accordingly)**
To be a comprehensive information source and guide for the Employer and end users providing a complete understanding of the building and its systems and enabling it to be operated and maintained efficiently and safely. The Contractor is required to obtain or prepare all the information to be included in the Manual, produce the required number of copies of the Manual and submit them to the Architect / Contract Administrator for delivery to the Employer. The Manual is to consist of the following three parts:

Part 1: General

1.1 Project description
1.2 Consultants
1.3 Principal Contractor(s)
1.4 Contractors (sub-contractors)
1.5 Statutory authorities / undertakers
1.6 General design / constructional standards
1.7 Consents / approvals
1.8 General operational requirements / constraints
1.9 Asbestos
1.10 Prohibited materials
1.11 Emergency Procedures / Provisions

Part 2: Main Project Works

2.1 General
2.2 Building elements, materials and components
2.3 Manufacturers literature
2.4 Certificates / guarantees
2.5 As built drawings

Part 3: Mechanical / Electrical Services Installations and Adaptions

3.1 General
3.2 Services installation and adaptions including description, operations, testing/inspection requirements, maintenance.
3.3 Mechanical and electrical services equipment schedules
3.4 Mechanical and electrical services manufacturers literature
3.5 Mechanical and electrical services commissioning / testing certificates
3.6 Guarantees
3.7 Electrical services as installed drawings including and adaptions of installations.
3.8 Testing records.

Appendix 1

Location Plan drawing No. 6931/HSP100

Site Plan drawing No. 6931/HSP101

Rules for Undertaking ‘Hot Works’

1:1250 0m 25m 50m

1:1 0mm 10 20 30 40 50

issued for: Tender

project:
Maintenance Project
Paulerspury Primary School
drawing:
Location Plan

project number: 6931

north:

drawing number: HSP 100

revision:

scale: 1:1250

paper size: A4

drawn by: TB

date: Aug 20

checked:

date: XX/XX/XX

sursham tompkins est 1961
architectural services & project management
cottage farm ■ sywell ■ northampton ■ NN6 0BJ
t: 01604 64 65 66 ■ f: 01604 64 63 62 ■ e: info@surshamtompkins.co.uk
w: www.surshamtompkins.co.uk

FILE LOCATION - s:\projects\6931 ncc maintenance projects\paulerpury\location plans.dxf

On completion contractor to repair damage to grass and gravel areas.

Possible
Site Storage
+ cabin area

Access

Contractor to remove timber fencing and 2no. planting beds. Form access point. Lay protection to gravel area for skip.
On completion planting beds and fencing to be re-instated. Repair damage to grass and gravel areas.

Paulerspury C.E.
Primary School

Area of Works
Perimeter scaffolding to provide roof edge protection. Vertical poles to have coloured foam protection plus warning signs.

Denotes extent of Principal Contractors Site Compound Area.
Area to be enclosed with 2.0m high Herras fencing.
Fence enclosure to conform to HSG-151
'Protecting the Public'. Area accessible by lockable gate.

Denotes extent of Protected walk through under contractors scaffolding over. Fully lined/sheeted and protected walk through. Sacffolding to sail over.

1:200 0mm 5000 10000

1:1 0mm 10 20 30 40 50

issued for: Tender

drawing: Site Plan

drawing number: HSP 101

revision:

project: Maintenance Project
Paulerspury Primary School

project number: 6931

north:

scale: 1:200

paper size: A3

drawn by: TB

date: August 2020

checked:

date: XX/XX/XX

sursham tompkins est 1961
architectural services & project management
cottage farm ■ sywell ■ northampton ■ NN6 0BJ
t: 01604 64 65 66 ■ f: 01604 64 63 62 ■ e: info@surshamtompkins.co.uk
w: www.surshamtompkins.co.uk

FILE LOCATION - s:\projects\6931 ncc maintenance projects\paulerpury\location plans.dxf

RULES FOR UNDERTAKING 'HOT WORKS'

Introduction :

Many fires occur while repairs and maintenance are being carried out to plant and buildings. The most dangerous operations are those using heat, such as:

- Cutting and welding.
- Blowlamps
- Bitumen boilers
- Brazing and soldering equipment
- Other equipment producing heat or having naked flames.

Before works start :

The Contractor's operatives must ensure that they are familiar with the premises emergency evacuation procedures. Any automatic fire or smoke detectors within the work area shall be isolated.

The work area shall be made as safe as possible and all combustible material cleared from an area within 5m of the process. Combustible materials within this area that can not be moved must be protected by non-combustible blankets or screens.

Before any hot work processes are carried out on tanks or other plant which have contained \ flammable or other dangerous materials, all practicable steps must be taken to ensure that any residual contents are harmless.

The other side of any wall or partition on which work is to be carried out 'must be inspected to ensure that materials there are not in danger of being ignited by direct or conducted heat.

Whilst work is in progress :

Suitable precautions to reduce the risk of fire must at all times be taken.

Unless there is a good reason why this is not possible, at least two persons ~hall be present during the work.

Suitable fire fighting equipment shall be provided by the contractor and made available at the work area. Those undertaking the work must be familiar with its use.

No hot material or heat source such as a hot bitumen boiler shall be left unattended at any time.

After the work :

At the end of each work period and on completion of the task, the work area shall be checked to ensure there is no danger of fires starting after the operatives leave the site.

Hot steel ends of welding rods and other waste material shall be disposed of in a safe manner.

All hot work shall be ceased at least 30 minutes before leaving the site.

The premises buildings manager must be informed that the operative has completed the work and will be leaving the site, to enable the site to be checked approximately one hour later to ensure it is still fire safe.

Contractor's Declaration:

I have read and agree to abide by the above 'hot work' rules and confirm that all operatives and sub-contractors due to undertake work will be made aware of them and will have a copy of the rules handed to them.

…….. for…….

Signature Contractor

……

Date.

Appendix 2

Sursham Tompkins & Partners, Architectural Services and Project Management:
Designer's Residual Risk Register reference: 6931-04-200828 dated August 2020.

DESIGNERS RESIDUAL RISK REGISTER

PERSONS AT RISK
CON = Construction Workers / Contractors
OPS = Operators
MAN = Maintainers (including window cleaners, decorators etc)
PUB = General Public
VIS = Visitors

SEV = Severity
5 = Fatality
4 = Major injury and / or permanent disability
3 = Minor injury
2 = No injury

PROB = Probability
5 = Likely/Frequent
4 = Probable
3 = Possible
2 = Remote
1 = Improbable

Project:	Maintenance Project - Paulerspury Primary School						Ref. No. 6931-04-200828-MC-TB				
WORK ELEMENT OR ACTIVITY	CONSTRUCTION	MAINTENANCE	HAZARDS IDENTIFIED	RISK SCORE SEV x PROB = TOTAL)			CONTROL MEASURES For guidance only: Risk score total => 10 action is required Risk score total < 10 no action required	RESIDUAL RISK SEV x PROB = TOTAL)		
				SEV	PROB	TOTAL		SEV	PROB	TOTAL
DEMOLITIONS: Removal works.	✓	N/A	Existing services. Falls from height. Uncontrolled collapse. Working at height. Falling objects. Services.	4	3	12	Prepare and follow Method Statement. Temporary supports for structural stability. Keep work areas clear / avoid working below. Safe access equipment. Guarding to be erected. Warning notices. Use of PPE.	3	1	3
ASBESTOS REMOVAL / ASBESTOS BASED MATERIALS	✓	N/A	Inhalation, ingestion, absorption of substance (general personal health risk)	5	3	15	Prepare and follow Method Statement. Removal and disposal by licensed Contractor (if found) Use of PPE. None excepted to be found.	2	1	2
SCAFFOLDING:	✓	N/A	Falls from height. Manual handling. Falling objects. Uncontrolled collapse. Working at height.	5	2	10	Ensure that all Contractors (including any of their sub-contractors) erecting scaffolding must hold valid CISRS cards (Construction Industry Scaffolders Record Scheme) and this qualification must be produced to the CDM Co-ordinator to verify their qualifications and / or competency. Erection properly sequenced.	3	1	3
ROOFING:	✓	N/A	Falls from height. Manual handling. Falling objects. Uncontrolled collapse. Working at height.	5	2	10	Prepare and follow Method Starement including working at high level. Use safe working platform (scaffold) with perimeter protection Safe access. Safe lifting equipment using mechanical lift/crane etc. Pre-erection check to be carried out. Keep work areas clear/avoid working below. Erection properly sequenced. Temporary and permanent supports to be provided for the structure until all designed components in place. Install fall protection prior to erection. Use of PPE. Warning notices.	3	1	3

Project:	Maintenance Project - Paulerspury Primary School						Ref. No. 6931-04-200828-MC-TB				
WORK ELEMENT OR ACTIVITY	CONSTRUCTION	MAINTENANCE	HAZARDS IDENTIFIED	RISK SCORE SEV x PROB = TOTAL)			CONTROL MEASURES For guidance only: Risk score total => 10 action is required Risk score total < 10 no action required	RESIDUAL RISK SEV x PROB = TOTAL)			
				SEV	PROB	TOTAL		SEV	PROB	TOTAL	
DECORATIONS:	✓	N/A	Falls from height Working at height	2	2	4	Use safe working platform and access. Use 'easy reach' extendable painting rollers.	2	1	2	
MATERIALS AND SUBSTANCES: Decorative substances - paints/stains, sealants, leads etc.	✓	N/A	Inhalation/ingestion/adsorption of substances	2	2	4	Use of PPE. Substitute hazardous materials for less hazardous materials. Work in accordance with COSHH assessments.	2	1	2	
MECHANICAL AND ELECTRICAL INSTALLATIONS/SERVICES:	✓	N/A	Risk of shock/personal injury Falls from and working at height	5	2	10	Prepare and follow Method Statement. Identification/isolation. Use of PPE.	3	2	6	
JOINERY:	✓	N/A	Falls from height Working at height	4	3	12	Use safe working platform and access (scaffold). No working off ladders.	3	2	6	
ENVIRONMENT	✓	N/A	School enviroment with children	3	2	6	No smoking No naked flames. Any hot works to be carefully monitored.	2	1	2	
SITE ACCESS / EGRESS:	✓	N/A	Vehicles / plant etc	2	2	4	Prepare and follow Method Statement. Traffic Management to be put in place. Use of banksman.	2	1	2	

The employment of competent employees/contractors supported with risk assessments and method statements is pre-requisite of work on site.

The risk covers the common risk and control measures associated with most commercial projects to reduce the risk of injury during construction and maintenance.

sursham tompkins
architectural services & project management

■ cottage farm ■ sywell ■ northampton ■ NN6 0BJ
■ t: 01604 64 65 66 ■ f: 01604 64 63 62
■ e: info@surshamtompkins.co.uk
■ w: www.surshamtompkins.co.uk

Appendix 3

Asbestos Report

Lucion Environmental
Delivering Trusted Hazard Management to the Built Environment.

Lucion Environmental Ltd
Registered in England + Wales 6495874
VAT Registration Number 208156326

Asbestos Management Survey Report

Job Ref No: ***124074****, Account Ref No:* ***769****, Contract Ref No:* ***14962***

PAULERSPURY PRIMARY SCHOOL, HIGH STREET, PAULERSPURY, NN12 7NA

Including*: All properties on site*

latlng: 52.103352,-0.948729

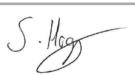
on site photo

Total Records	Analysed Records	No Asbestos Detected	R3	R2	R1
355	16	7	9	0	0

Head Office
7 Halifax Court, Dunston,
Gateshead, NE11 9JT
E: *enquiries@lucion.co.uk*
T: *0345 5040 303*

UKAS INSPECTION
0263

Report Summary

This certificate is for the attention of	**John Hall** **Northampton County Council** Processing Operations Team OCT1202 Shire Hall Castle Hill Cambridgeshire CB3 0AP
Contract Title	Summer 2016 School Management Surveys
Survey Type	Survey, Management
Site Address	PAULERSPURY PRIMARY SCHOOL, HIGH STREET, PAULERSPURY, NN12 7NA
Buildings Surveyed	Paulerspury C.E Primary School
Surveyor(s)	Glyn Marston
Surveyor signature(s)	
Survey Date	Friday, 22nd July, 2016
Analyst(s)	Stuart Hogg
Analyst signature(s)	
Analysis date	Saturday, 30th July, 2016
Approved signatory	Robert O'Callaghan
Approved signature	
Approval date	Tuesday, 9th August, 2016
Report Rendered on	Tue 9 Aug 2016 @ 18:41:27

Report Contents

Asbestos Register and Executive Summary

Summary of Asbestos Containing Materials

Ordered By Building, Level and Location

Building	Level	Location	Item / Product Examined	Material Description	Risk Level (Material Score)	Initial Control Recommendation
Paulerspury C.E Primary School	0	001/entrance	sub floor	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	001/entrance	cladding to wall of raised floor	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	003/classroom 03	sub floor	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	004/store 04	floor covering	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	010/electric store 10	floor covering	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	012/P.E. store 24	floor covering	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	013/resources 23	floor covering	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	014/store 22	floor covering	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	017/heads office 19	sub floor	Asbestos-containing vinyl tile and adhesive	R3 (3)	Reinspect Periodically
Paulerspury C.E Primary School	0	019/classroom 17	ceiling	Asbestos-containing fibreboard	PRESUME (7)	Reinspect Periodically

Summary of Areas Excluded & Not Fully Accessed During Survey

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments
Paulerspury C.E Primary School	0	001/entrance	heater to wall	Limited Access	live service supply
Paulerspury C.E Primary School	0	003/classroom 03	heater to wall	Limited Access	live service supply
Paulerspury C.E Primary School	0	005/hall 05	beneath floor covering	No Access	fixed laminate flooring
Paulerspury C.E Primary School	0	005/hall 05	heater to wall	No Access	live service supply
Paulerspury C.E Primary School	0	007/classroom 030	heater to wall	Limited Access	live service supply
Paulerspury C.E Primary School	0	007/classroom 030 - void above	***Entire Location***	Limited Access	physically restricted space
Paulerspury C.E Primary School	0	008/classroom 06	heater to wall	Limited Access	live service supply
Paulerspury C.E Primary School	0	008/classroom 06- void above	***Entire Location***	No Access	access not authorised - fixed ceiling tiles
Paulerspury C.E Primary School	0	012/P.E. store 24	***Entire Location***	Limited Access	physically restricted space
Paulerspury C.E Primary School	0	015/male wc 21	within boxing	No Access	access not authorised due to causing excessive damage
Paulerspury C.E Primary School	0	016/female wc 20	within boxing	No Access	access not authorised due to causing excessive damage

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments
Paulerspury C.E Primary School	0	017/heads office 19	***Entire Location***	Limited Access	physically restricted space
Paulerspury C.E Primary School	0	018/cloaks 18	above ceiling panels	No Access	reasons of height
Paulerspury C.E Primary School	0	019/classroom 17	ceiling	Limited Access	reasons of height - unable to inspect close to sample/determine if ACM present
Paulerspury C.E Primary School	0	019/classroom 17 - void above	***Entire Location***	No Access	reasons of height - unable to gain safe access to hatch
Paulerspury C.E Primary School	0	020/I.T.C. 26	ceiling	Limited Access	reasons of height
Paulerspury C.E Primary School	0	021/cloaks 16	above ceiling panels	No Access	reasons of height
Paulerspury C.E Primary School	0	025/lobby 12 - void above	***Entire Location***	No Access	access not authorised
				not accessed due to not allowed by client	

Introduction

This report aims to:

- Introduce pertinent legislation relating to the management of asbestos in non-domestic premises
- Outline the sample testing and inspection methodology employed by the surveyor
- Relate the significance of the report contents to the Control of Asbestos Regulations (2012)
- Detail survey findings compliant with HSG 264
- Serve as a reference document to assist in making further steps towards the management of any asbestos containing materials in the premises
- Provide the information necessary to compile an asbestos management plan compliant with the Control of Asbestos Regulations (2012)
- Form an asbestos register

Regulation 4 of the Control of Asbestos Regulations (2012) states the obligations that persons defined as "duty holders" have to manage asbestos containing materials in non-domestic premises. This instrument defines a duty holder as being:

> *"Every person who has, by virtue of a contract or tenancy, an obligation of any extent in relation to the maintenance or repair of non-domestic premises or any means of access thereto or egress there from; or*
>
> *In relation to any part of non-domestic premises where there is no such contract or tenancy, every person who, to any extent, has control of that part of non-domestic premises or any means of access thereto or egress there from" -* ***CAR, 2012.***

Regulation 4 also states the following:

> *"In order to enable him [sic "dutyholder"] to manage the risk from asbestos in non-domestic premises, the dutyholder shall ensure that a suitable and sufficient assessment is carried out as to whether asbestos is or is liable to be present in the premises"*

This report satisfies this requirement, unless stated otherwise, by detailing the inspection findings reporting the presence of asbestos containing materials in those areas given in the survey inspection detail.

Health and Safety Guidance - Publication "Asbestos: The Survey Guide (HSG 264)" details the material assessment that must be carried out to determine the risk posed by asbestos containing materials in buildings. This material risk assessment has been carried out on those materials strongly presumed or proven to contain asbestos. The resulting material assessment risk ratings can (in conjunction with the management recommendation made for these materials) then be used to form the basis of an asbestos management plan.

Buildings Included in Survey Scope

Site Address: **PAULERSPURY PRIMARY SCHOOL, HIGH STREET, PAULERSPURY, NN12 7NA**

Surveyed Buildings: **Paulerspury C.E Primary School**

Every effort has been made to identify all asbestos materials so far as was reasonably practical to do so within the scope of the survey and the attached report. Methods used to carry out the survey were agreed with the client prior to any works being commenced by way of acceptance of our contract / quotation.

This survey was conducted in accordance with Health and Safety Guidance - Publication "Asbestos: The Survey Guide (HSG 264)". Lucion Environmental Ltd cannot accept any liability for loss, injury, damage or penalty issues that arise for reasons of survey scope limitations. Lucion Environmental Ltd cannot be held responsible for any damage caused as part of this survey carried out on your behalf. When there is a need to sample for asbestos during a reinspection survey, prior consent will be sought from the client however, due to the nature and necessity of sampling for asbestos some damage is unavoidable and will be limited to that necessary for taking of the sample(s).

The "areas excluded and not fully accessed during survey" section of this report gives details of those buildings, locations and items not accessed at the time of the survey (where appropriate, and if all areas were fully accessed, no items are listed). The "included buildings" list above gives details of those buildings included in the survey scope. The inspection log should be referenced for details of specific locations inspected within these buildings.

Where suspect asbestos containing materials e.g. ceiling finishes, board materials etc exist no attempt (unless otherwise stated) will be made to investigate behind these materials. Lucion Environmental Ltd has a duty under Regulation 16 of the Control of Asbestos Regulations (2012) to prevent or reduce the spread of asbestos; penetration of such materials without appropriate control measures may be in contravention of this duty. These should however, be accessed during the course of any future demolition / pre-refurbishment surveys commissioned.

The scope of this survey relates only to building or area(s) inspected and does not include any form of investigation of the land on which the building is situated.

Where investigation of an intrusive nature (within the scope of the survey being performed) is needed to discern the presence of a material and the property is occupied during the inspection the level of intrusion may be restricted. As far as is reasonably practicable such restrictions will be indicated within the "areas excluded & not fully accessed during survey" section of this report. Scenarios leading to intrusion restriction may [by way of example] include (but are not limited to) security integrity of the building envelope, significant damage to decorative finishes, risk to the structural integrity of the building, occupation within adjacent areas. Investigations undertaken in such situations may, through circumstantial restrictions, be incomplete. Further investigation works may be required once unrestricted access can be offered.

Items or areas <u>not</u> covered by this survey that are scheduled to undergo works that may result in the release of asbestos fibres should be investigated prior to commencement of such activities.

Site Data

Site ID	65826
Address	PAULERSPURY PRIMARY SCHOOL, HIGH STREET, PAULERSPURY, NN12 7NA
Property Type	Educational
Roof Type	Pitched
Roof Material	Slated or tiled
Property in Conservation area?	NO
Listed Building?	NO
Property Plant or equipment installed?	YES

Survey Methodology

The asbestos survey findings detailed in this report were gathered using documented in house inspection (TOP01.01) and sampling procedures (TOP01.02) that implement the requirements of the Health and Safety Executive Publications HSG 264 (Asbestos: The survey guide) and HSG 248 (Asbestos: The analysts' guide for sampling, analysis and clearance procedures). All asbestos surveys aim to locate as far as is reasonable practical, the presence and extent of any ACMs in the building within the defined scope of the survey (refer HSG 264). This method complies with section 3 of Regulation 4 (CAR, 2012)

HSG 264 Asbestos: The Survey Guide

Publication HSG 264 sub-divides asbestos surveys into 2 principal types, termed: Management and Refurbishment & Demolition surveys respectively. These survey types may be summarised as follows (both have been shown to allow visualisation of the scope of the present management survey relative to the refurbishment & demolition survey specification and their suggested application/s).

Management Survey - Standard Sampling, Identification and Assessment

The underlying purpose and inspection methodology of the management survey is to locate the presence, extent and condition by way of sampling and inspection of suspect asbestos containing materials as they are encountered. Where possible, representative samples of materials suspected by the surveyor to contain asbestos are taken and analysed for the presence and type of asbestos fibre present. This survey is intended for integration into a plan for the management of asbestos containing materials under Regulation 4 of CAR (2012). The management surveys offers information allowing routine and simple maintenance works to be carried and this reflects the surveyor's level of intrusion at the time of the inspection. More extensive maintenance or repair work may require additional investigations to be undertaken; the findings of this survey should be checked with this in mind to confirm whether or not they of adequate scope.

Refurbishment & Demolition Survey - Full Access, Sampling and Identification

The refurbishment and demolition survey is fully intrusive (as far as is reasonably practicable) and is aimed at locating all asbestos containing materials within a survey area. Normally, unless otherwise specified, it involves fully invasive and possibly destructive investigation of all survey areas, in order to locate and assess all materials suspected as containing asbestos. The survey records only the location and estimated extent of asbestos containing materials. A priority rating is not assigned to asbestos containing materials encountered as refurbishment and demolition surveys normally precede removal of these materials rather than their management in situ so negating the need to assess their risk (unless asbestos removal work will not take place for some time). This type of survey is normally recommended prior to demolition/ major refurbishment work commencing in the survey area. There is a specific requirement in CAR (2012) (Regulation 7) for all asbestos containing materials to be removed as far reasonably practicable before major refurbishment or final demolition.

Survey Methodology - Important Notes

Reasonable Skill and Care

Although all survey areas that have been examined are reported in accordance with HSG 264 and documented in house procedures (for the specified survey type) and all reasonable skill and care has been exercised by the surveyor in doing so, it must be realised that no survey can reasonably guarantee beyond doubt that all asbestos containing materials have been located. Reasons for this limitation may include health and safety issues, reasons of practicality, non-access to live equipment and dangerous or contaminated environments or risk of unsafe levels of damage being inflicted on the survey area amongst others, or the location of the material being outside the investigative scope of the survey type undertaken.

Non-asbestos Materials - A Reasoned Argument

All items examined by the surveyor at the time of the survey are listed in the inspection detail of this report. This detail includes those items believed by the surveyor not to contain asbestos and an appropriate categorisation of their material composition is given. Employing this rationale the surveyor can use experience and judgement to form a reasoned argument that there is evidence to suggest that the material may not contain asbestos. Periodically "non-asbestos" building materials may be sampled by way of a method control to further support the surveyor's argument. These materials do not bear any risk assessment detail.

Materials Presumed to Contain Asbestos

If the surveyor feels that a reasoned argument against a material containing asbestos cannot be formed, the item in question may be presumed to contain asbestos. This may include, but is not restricted to, areas where access cannot be gained. This scenario attracts the designation "P" in the sampling strategy column of the "Survey Inspection Detail, Sample Test Report and Risk Level Assessment Report" table within this report.

Materials Strongly Presumed to Contain Asbestos

In the case of a material or materials being encountered that the surveyor suspects, following visual assessment, as containing asbestos but cannot be sampled for reasons of practicality, that material is strongly presumed to contain asbestos. An assessment (where possible) of the material's extent and condition is made. Nota bene: as no definitive assessment of asbestos fibre type contained in the material may be made, this portion of the priority score is based on a strongly presumed worst-case scenario of fibre type commonly contained in the material concerned. This scenario attracts the designation "SP" in the sampling strategy column of the "Survey Inspection Detail, Sample Test Report and Risk Level Assessment Report" table within this report.

Sampling of Materials

If access to the material permits, a representative sample of the material is taken according to the "sampling strategy". An assessment (where necessary or possible) of the material's extent and condition is made. As no practical sampling strategy can be assured as being entirely representative of the circumstances encountered during surveying, care should be exercised when interpreting results. That is to say that if works are planned that may cause disturbance or require the removal of asbestos containing materials, implementation of a more intense sampling regime may be desirable.

Material Cross Referencing

In the event of a suspect material being encountered with a frequency that does not permit repeated re-sampling on the grounds of practicality, the surveyor may cross reference this item with one that has already been sampled. To do this the surveyor will ensure that the material is identical in nature (through examining visual appearance e.g. colour) to that of the material to which it is referenced. Nota bene: as no definitive assessment of asbestos fibre type contained in the material may be made, this portion of the priority score is strongly presumed as being the same as that of the material from which it is cross referenced.

Method of Sample analysis

The bulk asbestos fibre identification results detailed in this report and the appended certificate of bulk analysis were obtained using a documented in house testing procedure (TOP01.03) that implements the requirements of Health and Safety Executive Publication HSG 248, Appendix 2 (Asbestos: The analysts' guide for sampling, analysis and clearance procedures). All samples collected during the course of this survey are tested in accordance with this method.

HSG 248 Asbestos: The Analysts' Guide for Sampling, Analysis and Clearance Procedures

Publication HSG 248 describes a two stage approach to the detection and subsequent identification of asbestos fibre in bulk (i.e. suspect sample) materials. Initially the microscopist will examine the material under a low power stereo light microscope. The microscopist then performs extensive optical tests using polarised light microscopy in order to confirm or refute that the material contains an asbestos mineral. This technique allows for the detection of the six common forms of asbestos fibre as follows:

Asbestos Fibre Type	Common Nomenclature
Chrysotile	White Asbestos
Amosite	Brown Asbestos
Crocidolite	Blue Asbestos
Fibrous Actinolite	N/A
Fibrous Anthophyllite	N/A
Fibrous Tremolite	N/A

The results of this test are given, where appropriate, in the inspection detail report for each sample taken and are summarised in the management recommendation report. They are also separately detailed in the bulk-analysis report appended to this report. The homogeneity of asbestos containing materials can differ depending on their type. Typcially, homogeneous materials include sprayed coatings, insulating board and asbestos cement products. Other materials are typically less homogeneous including pipe lagging (due to patch repairs, hand mixing at time of application), textured coatings (due to low concentration of asbestos fibre and hand application), composites (due to low concentration of asbestos fibre and material matrix) and debris samples (due to the potentially inconsistent ocurrences that have led to their presence). Whilst sampling frequencies / techniques and analysis methods attempt to address the issue of non-homogeneity it should be realised that sampling in accordance with HSG 264 and analysis in accordance with HSG 248 cannot always obviate the problems of determining asbestos fibre content in non-homogeneous materials. The results of sample analysis presented in this report therefore pertain to the samples analysed and so relate only to the time at which sampling took place and to the conditions prevailing during that time.

Sampling Strategy

Product Type	Sampling Strategy
Vinyl, composite floor coverings, surface coverings	One sample per room, or one sample per 40m^2 per product type or colour. Where large expanses of the same material have been used throughout an area, the frequency of sampling may be decreased at the discretion of the surveyor. Associated adhesives, depending on site and material conditions, will either be collected as separate samples or included with the floor covering as a single entity.
Textured Coatings	One composite sample per room or one sample per 9m^2 dependent on similarity of coating type. Where large expanses of the same material have been used throughout an area. The frequency of sampling may be increased or decreased at the discretion of the surveyor.
Gaskets, ropes, woven product, seals, mastics, papers, felts	One sample per product type, or if appropriate, per area or location.
Asbestos containing insulating board	One sample per location or per 25m^2 of continuous product run. The frequency of sampling may be increased or decreased at the discretion of the surveyor dependent on such factors as consistency of product type or occurrence of different board types. The specific nature of this material has been determined on site using the competence and experience of the surveyor. Lucion Environmental accepts no liability for any decision based on this determination and as such it should only be regarded as an opinion. Where doubt exists as to the classification of a board material HSE Approved Code of Practice L143 "Managing and working with asbestos" recommends carrying out a water absorption test. Lucion Environmental will perform this test only upon specific request.
Cement Products	One sample per product type, or if appropriate, per area or location. The specific nature of this material has been determined on site using the competence and experience of the surveyor. Lucion Environmental accepts no liability for any decision based on this determination and as such it should only be regarded as an opinion. Where doubt exists as to the classification of a board material HSE Approved Code of Practice L143 "Managing and working with asbestos" recommends carrying out a water absorption test. Lucion Environmental will perform this test only upon specific request.
Debris	One sample per location, or more at the discretion of the surveyor. Where debris exists in a location quantification can be hindered by a number of factors including paint coverings, air movement, the passage of time etc. The surveyor reports only the material discernable within the confines of the survey sufficient to show that debris exists in a location. Further focused investigation may be needed to determine the extent of debris for the purposes of decontamination.
Insulative Materials	One sample per material product type (to include change in outward appearance) and at least one sample per 10 metre pipe run. In addition, one sample per different product applied to pipe bends.
Sprayed Insulation	One sample per 20m^2 of material

Results and Findings

The item examination and inspection findings, bulk analysis results, material assessment and initial risk level assessment are reported in the form of an asbestos inspection and testing detail register. The purpose and structure of this register are explained in the proceeding sections.

Initial Risk Level Assessment

The initial risk level assessments made within this report for those items strongly presumed, or positively proven by sampling and subsequent analysis, to contain asbestos have been made on the basis of the Material Assessment Algorithm detailed within the publications HSG 264 and HSG 227.

This assessment aims to elucidate the potential for a particular material to release hazardous fibres and expose those within the specific area to asbestos dust. The following table gives the scoring strategy for the initial risk level assessment and indicates the scoring degree of those points that are considered, namely product type, condition, surface treatment and asbestos fibre type present.

	Score	Score Category
Product Type An assessment of the inherent risk a product may pose (Product debris is assessed on the product type from which it originates)	1	**Asbestos reinforced composites** - Plastics / resins / mastics / felts / vinyl tiling / semi rigid paints / decorative finishes / asbestos cement and other such similar bound materials.
	2	**Materials of a medium asbestos content including** - Asbestos insulating board / millboard / low density insulation board / textiles / gaskets / ropes / papers / debris from asbestos containing composite material and cement.
	3	**Materials of a high asbestos content including** - Thermal insulation / sprayed asbestos / loose asbestos / packing / filled padding / all other debris.
Material Condition An assessment of the damage or deterioration in condition of product	0	**Undamaged** - No visible signs of damage
	1	**Minor damage** - Light material surface abrasion / abrasion to edges
	2	**Medium damage** - Evidence of loose asbestos fibre protruding from material / poor condition of material is notable
	3	**Major damage** - Significant damage to materials often resulting in the short-term production of asbestos containing debris / delamination of sprays and thermal insulation / asbestos debris

table continued from previous page...

	Score	Score Category
Surface Treatment An assessment of the level of fibre retention the surface of a material may be capable of	0	**Composite materials** - Plastics / resins / mastics / felts / vinyl tiling / semi rigid paints / decorative finishes
	1	**Sealed and enclosed materials** - Painted asbestos insulating board (with exposed face painted or encapsulated) / enclosed asbestos lagging and sprayed asbestos (as originally installed) / unsealed asbestos cement products
	2	**Unsealed and encapsulated materials** - Unsealed asbestos insulating board / asbestos lagging, sprayed asbestos and woven material encapsulated (remedially)
	3	**Unsealed friable materials** - Unsealed asbestos lagging and sprayed asbestos
Asbestos Fibre Type An assessment of asbestos fibre types propensity to cause asbestos related diseases	1	**Serpentine Asbestos** - Chrysotile
	2	**Amphibole Asbestos** - Amosite / Anthophyllite / Tremolite / Actinolite
	3	**Amphibole Asbestos** - Crocidolite

Material / Accessibility Score

Following the rating of a material using the above criteria, the resulting aggregated additive material score may be assessed in terms of accessibility to derive an assessment of initial risk level as follows:

	Very Low Risk (2-4)	Low Risk (5-6)	Medium Risk (7-9)	High Risk (10-12)
Normally Inaccessible (1)	R3	R3	R3	R2
Periodically Accessed (2)	R3	R3	R2	R1
Frequently Accessed (3)	R3	R2	R1	R1

The level of access to the ACM determines how easily the product can be reached by the building occupants which could result in a disturbance that causes fibre release, it relates purely to access and does not consider product type.

The above is defined by the following:

1. Normally inaccessible or occasionally accessed:

   The ACM will not be accessed or is unlikely to be disturbed.

2. Periodically accessed:

   The ACM is likely to be disturbed occasionally.

3. Frequently accessed:

   The ACM is routinely and easily disturbed.

General Interpretation of Risk Assessment Level

Risk Assessment Level	Interpretation of the Recommended Control Action [1]
R1	immediate implementation
R2	as soon as practicable - *in interim period material should be regularly inspected and its management planned for*
R3	not immediately necessary - *material should be regularly inspected and its management planned for*

Recommendations

In addition to the risk assessment level assigned to strongly presumed and identified asbestos containing material, a management control action recommendation is also made. It must be realised that this/these management recommendations are made on the basis of prevailing material conditions and access at the time of the survey and as such are intended solely as a guide to assist in the effective control of the materials concerned. Where doubt may be raised about the action that should be taken regarding an asbestos containing material, measures should be implemented to a degree that reflect either those of a higher risk or a more in depth risk assessment should be carried out. This risk assessment may account for greater knowledge of the material's location (i.e. greater than that of the surveyor at the time of survey) or knowledge (current or future) of activities or works surrounding or concerning the material.

1. The risk level assessment is determined on the basis of information collated during the course of the survey. The risk assessment level needs to be reviewed periodically, (normally in line with a frequency defined in an asbestos management plan) to verify its validity and prior to any refurbishment work within the building/ site.

The current recommendations conventionally made by the surveyor may include the following:

Recommendation	Description	Notes
Air Monitoring	Sampling of air for asbestos fibre concentration. Necessary where a risk of fibre exposure is present and assessment of such exposure presence or absence is prudent.	UKAS accredited analytical laboratory should perform reassurance air testing.
Access Restriction	Restriction of access to area / location only to personnel wearing appropriate PPE / RPE.	Suitability of RPE / PPE must be carefully assessed and procedure invoked to ensure these control measures are adhered to.
Access Prohibition	Prohibition of access to area / location to all personnel.	Area should be marked clearly as being prohibited to all personnel, possibly in conjunction with asbestos warning stickers.
Environmental Clean	A cleanup of areas following disturbance of asbestos or discovery of loose asbestos dust/debris/material.	The work is not removal (ie requiring physical force) and consists of vacuuming, wiping, picking up and bagging of debris. The work can be either licensed or unlicensed depending on the product and whether exposure is likely to exceed the 4 hour control limit or sporadic and low intensity limit. For licensed work a 4-stage clearance by a UKAS accredited laboratory is required, whilst for non-licensed work appropriate air tests are recommended.
Material Repair	Repair of the material in such a manner as to minimise the release of asbestos fibre.	Repair of materials is recommended by the Health and Safety Executive as an alternative to removal, where reasonably safe to so.
Material Encapsulation	Encapsulation of the material in a manner that ensures the complete enclosure of any remaining asbestos fibres.	Encapsulation of materials is a possible alternative to their removal, where reasonably safe to do so. Works should also be accompanied by appropriate air test performed by a UKAS accredited laboratory.
Material Removal	Removal of the material in instances where it is remaining in situ would lead to a high residual risk level. Or removal may be necessary to permit work within the location. Removal of materials may also be carried out on a preventive basis.	Removal works should be carried out in accordance with the relevant ACOP (approved code of practice), L143
Any recommendations made within this report are made on the basis of findings collated at the time of survey. *Recommendations should undergo careful client evaluation prior to a final management decision being made.* *Lucion Environmental Ltd does not accept any responsibility for any works carried out as a result of recommendations made within this report.*		

At this point it is pertinent to return to the legislation behind this report and outline the next steps that may need to be carried out in managing asbestos. Particular reference should be made to HSE publication L143 Managing and working with asbestos, Control of Asbestos Regulations 2012.

- Review all recommendations and risk level ratings given within this report
- Prepare a plan aimed at managing asbestos containing materials and works that may affect them
- Ensure a procedure is in place to prevent work being carried out without the asbestos register being consulted
- Arrange a program of asbestos containing material re-inspection

If any remedial works need to be carried out, decide whether or not they need to be carried out by a licensed contractor. If you are unsure about this we can offer advice as to what you should do.

Cited References and Further Reading

1. Control of Asbestos Regulations (2012) ~ The Stationery Office. **ISBN 978-0111521083**
2. Construction (Design and Management) Regulations (2015) ~ The Stationery Office. **ISBN 9780717666263**
3. The Hazardous Waste (England and Wales) Regulations (2005) ~ The Stationery Office. **ISBN 011072685-5**
4. Managing and working with asbestos Control of Asbestos Regulations 2012. Approved Code of Practice & guidance L143 (second edition, 2013) ~ HSE Books. **ISBN 978-0717666188**
5. A Comprehensive Guide to Managing Asbestos in Premises (2002) ~ HSE Books. **ISBN 978-0717623815**
6. Asbestos Essentials: A task manual for building, maintenance and allied trades of non-licensed asbestos work (third edition, 2012) ~ HSE Books. **ISBN 978-0717665037**
7. Asbestos Essentials Task Sheets [http://www.hse.gov.uk/asbestos/essentials/] ~ HSE. *electronic downloadable version of the above*
8. Asbestos: The licensed contractors' guide HSG247 (2006) ~ HSE Books. **ISBN 978-0717628742**
9. Asbestos: The analysts' guide for sampling, analysis and clearance procedures HSG248 (2005) ~ HSE Books. **ISBN 978-0717628759**
10. Asbestos: The Survey Guide HSG 264 (second edition, 2012) ~ HSE Books. **ISBN 978-0717665020**
11. The Management of Health and Safety at Work Regulations (1999) ~ The Stationery Office. **ISBN 011085625-2**
12. The Health & Safety at Work etc. Act (1974) ~ The Stationery Office.

Management Recommendation Detail

Building	Level	Location	Item / Product Examined	Sample No.	Material Description	Fibre Type	Material Score	Extent	Risk Level Assessment	Initial Control Recommendation	Photograph
Paulerspury C.E Primary School	0	001/ entrance	sub floor	124074-1	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	18 Sqm.	R3	Reinspect Periodically	
Paulerspury C.E Primary School	0	001/ entrance	cladding to wall of raised floor	124074-1	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	1 Sqm.	R3	Reinspect Periodically	
Paulerspury C.E Primary School	0	003/ classroom 03	sub floor	124074-2	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	20 Sqm.	R3	Reinspect Periodically	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Sample No.	Material Description	Fibre Type	Material Score	Extent	Risk Level Assessment	Initial Control Recommendation	Photograph
Paulerspury C.E Primary School	0	004/store 04	floor covering	124074-5	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	4 Sqm.	R3	Reinspect Periodically	
Paulerspury C.E Primary School	0	010/electric store 10	floor covering	124074-8	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	4 Sqm.	R3	Reinspect Periodically	
Paulerspury C.E Primary School	0	012/P.E. store 24	floor covering	124074-1	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	5 Sqm.	R3	Reinspect Periodically	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Sample No.	Material Description	Fibre Type	Material Score	Extent	Risk Level Assessment	Initial Control Recommendation	Photograph
Paulerspury C.E Primary School	0	013/ resources 23	floor covering	124074-1	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	6 Sqm.	R3	Reinspect Periodically	
Paulerspury C.E Primary School	0	014/store 22	floor covering	124074-9	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	4 Sqm.	R3	Reinspect Periodically	
Paulerspury C.E Primary School	0	017/heads office 19	sub floor	124074-1	Asbestos-containing vinyl tile and adhesive	Chrysotile	3	4 Sqm.	R3	Reinspect Periodically	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Sample No.	Material Description	Fibre Type	Material Score	Extent	Risk Level Assessment	Initial Control Recommendation	Photograph
Paulerspury C.E Primary School	0	019/ classroom 17	ceiling		Asbestos-containing fibreboard	Presume Amosite	7	22 Sqm.	PRESUME	Reinspect Periodically	

Areas Excluded & Not Fully Accessed During Survey

⛔ Asbestos should be presumed to be present within Locations and Items not accessed until a further assessment can be performed.

💬 Additional surveyor comments.

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments	Photograph
Paulerspury C.E Primary School	0	001/entrance	heater to wall	Limited Access	live service supply	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments	Photograph
Paulerspury C.E Primary School	0	003/classroom 03	heater to wall	Limited Access	live service supply	
Paulerspury C.E Primary School	0	005/hall 05	beneath floor covering	No Access	fixed laminate flooring	
Paulerspury C.E Primary School	0	005/hall 05	heater to wall	No Access	live service supply	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments	Photograph
Paulerspury C.E Primary School	0	007/classroom 030	heater to wall	Limited Access	live service supply	
Paulerspury C.E Primary School	0	007/classroom 030 - void above	***Entire Location***	Limited Access	physically restricted space	
Paulerspury C.E Primary School	0	008/classroom 06	heater to wall	Limited Access	live service supply	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments	Photograph
Paulerspury C.E Primary School	0	008/classroom 06- void above	***Entire Location***	No Access	access not authorised - fixed ceiling tiles	
Paulerspury C.E Primary School	0	012/P.E. store 24	***Entire Location***	Limited Access	physically restricted space	
Paulerspury C.E Primary School	0	015/male wc 21	within boxing	No Access	access not authorised due to causing excessive damage	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments	Photograph
Paulerspury C.E Primary School	0	016/female wc 20	within boxing	No Access	access not authorised due to causing excessive damage	
Paulerspury C.E Primary School	0	017/heads office 19	***Entire Location***	Limited Access	physically restricted space	
Paulerspury C.E Primary School	0	018/cloaks 18	above ceiling panels	No Access	reasons of height	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments	Photograph
Paulerspury C.E Primary School	0	019/classroom 17	ceiling	Limited Access	reasons of height - unable to inspect close to sample/determine if ACM present	
Paulerspury C.E Primary School	0	019/classroom 17 - void above	***Entire Location***	No Access	reasons of height - unable to gain safe access to hatch	
Paulerspury C.E Primary School	0	020/I.T.C. 26	ceiling	Limited Access	reasons of height	

table continued from previous page...

Building	Level	Location	Item / Product Examined	Accessibility	Access Comments	Photograph
Paulerspury C.E Primary School	0	021/cloaks 16	above ceiling panels	No Access	reasons of height	
Paulerspury C.E Primary School	0	025/lobby 12 - void above	***Entire Location***	No Access	access not authorised	
				not accessed due to not allowed by client		

Survey Inspection Detail, Sample Test Report and Risk Level Assessment Report

Asbestos should be presumed to be present within Locations and Items not accessed until a further assessment can be performed.

Additional surveyor comments.

Building: Paulerspury C.E Primary School **Level: 0** **Location: 001/entrance**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
walls	brick										
wall	plaster on masonry										
doors	wood										
door frames	wood										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 001/entrance

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
radiator to wall	metal										
heater to wall	limited access										
		⛔ Limited Access: live service supply									
external door frame	plastic										
external door	metal										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
sub floor	Asbestos-containing vinyl tile and adhesive	Sample	124074-1	18 Sqm.	1	1	0	Chrysotile	3	2	 R3
floor	concrete										
stairs to hall 05	concrete										
stair nosing	modern										
cladding to wall of raised floor	Asbestos-containing vinyl tile and adhesive	Cross Reference	124074-1	1 Sqm.	1	1	0	Chrysotile	3	2	 R3
walls to skylight	plasterboard										

Building: Paulerspury C.E Primary School Level: 0 Location: 002/office 02

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	plaster on masonry										
door	wood										
door frame	wood										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 002/office 02

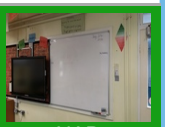
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
radiator to wall	metal										
window frame	wood										
window cills	wood										
skirting	wood										
floor covering	carpet										
floor	concrete										
cable conduits	plastic										

Building: Paulerspury C.E Primary School Level: 0 Location: 003/classroom 03

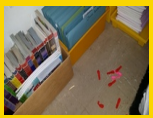
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
walls	plaster on masonry										
heater to wall	limited access										
		⛔ Limited Access: live service supply									
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
external door frame	plastic										
external door	plastic										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
sub floor	Asbestos-containing vinyl tile and adhesive	Sample	124074-2	20 Sqm.	1	1	0	Chrysotile	3	2	 R3

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 003/classroom 03

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
floor	concrete										
floor covering to kitchen area	modern linoleum										
nosing to floor of kitchen area	modern										
panels to walls	fibreboard	Sample	124074-3								 NAD
sink pad	bituminous product	Sample	124074-4								 NAD

Building: Paulerspury C.E Primary School Level: 0 Location: 004/store 04

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	plaster on masonry										
door	wood										
door frame	wood										
floor covering	Asbestos-containing vinyl tile and adhesive	Sample	124074-5	4 Sqm.	1	1	0	Chrysotile	3	2	 R3
floor	concrete										
cable conduits	plastic										

Building: Paulerspury C.E Primary School Level: 0 Location: 005/hall 05

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	man made mineral fibre										
walls	plaster on masonry										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 005/hall 05

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
wall	brick										
doors	wood										
door frames	wood										
cable conduits	plastic										
pipework	metal										
pipework penetrations	no asbestos observed										
skirting	wood										
floor covering	laminate										
beneath floor covering	no access										
		⛔ No Access: fixed laminate flooring									
heater to wall	no access										
		⛔ No Access: live service supply									

Building: Paulerspury C.E Primary School Level: 0 Location: 006/wc 32

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	plaster on masonry										
doors	wood										
door frames	wood										
floor covering	carpet			4 Sqm.	1	1	0			2	
floor	wood										
floor covering	ceramic tiles										
cistern	ceramic										
boxing	wood										
within boxing	no asbestos observed										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 006/wc 32

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
		no asbestos observed as far as access allowed by client.									
window frames	plastic										
window cills	wood										
skirting	wood										
pipework to walls	metal										
heater to wall	modern										

Building: Paulerspury C.E Primary School Level: 0 Location: 007/classroom 030

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	man made mineral fibre										
walls	plaster on masonry										
heater to wall	limited access										
		Limited Access: live service supply									
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
external door frame	plastic										
external door	plastic										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
floor	concrete										
floor covering to kitchen area	modern linoleum										
sink pad	modern			1 No.	1	1	0			2	

Building: Paulerspury C.E Primary School **Level: 0** **Location: 007/classroom 030 - void above**

⛔ **Limited Access: physically restricted space**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	wood										
beams to ceiling	wood										
walls	brick										
walls	plaster on masonry										

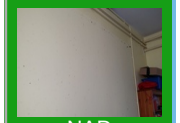
Building: Paulerspury C.E Primary School **Level: 0** **Location: 008/classroom 06**

💬 **including cupboard recess**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
walls	plaster on masonry										
heater to wall	limited access										
		⛔ Limited Access: live service supply									
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
external door frame	plastic										
external door	plastic										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
floor	concrete										
floor covering to kitchen area	modern linoleum										

table continued from previous page...

Building: Paulerspury C.E Primary School **Level: 0** **Location: 008/classroom 06**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
sink pad	bituminous product	Sample	124074-6								 NAD
panels to walls	fibreboard	Cross Reference	124074-3								 NAD
pipework to walls	metal										
pipework penetrations	no asbestos observed										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 008/classroom 06- void above**

⛔ **No Access: access not authorised - fixed ceiling tiles**

No Records were taken at this Location

Building: Paulerspury C.E Primary School **Level: 0** **Location: 009/cleaner store 09**

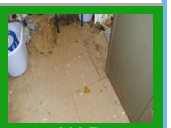
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	brick										
door	wood										
door frame	wood										
floor covering	vinyl tile and adhesive	Sample	124074-7								 NAD
floor	concrete										
cable conduits	plastic										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 009/cleaner store 09

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
pipework to walls	metal										
pipework penetrations	no asbestos observed										

Building: Paulerspury C.E Primary School Level: 0 Location: 010/electric store 10

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	brick										
door	wood										
door frame	wood										
floor covering	Asbestos-containing vinyl tile and adhesive	Sample	124074-8	4 Sqm.	1	1	0	Chrysotile	3	2	 R3
floor	concrete										
cable conduits	plastic										
pipework to walls	metal										
pipework penetrations	no asbestos observed										
electric fuse box to wall	modern										
cable conduits	metal										

Building: Paulerspury C.E Primary School Level: 0 Location: 011/corridor 25

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	brick										
doors	wood										
door frames	wood										
floor covering	carpet			4 Sqm.	1	1	0			2	
floor	concrete										

table continued from previous page...

Building: Paulerspury C.E Primary School **Level: 0** **Location: 011/corridor 25**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
sub floor	modern levelling screed										
pipework to walls	metal										
pipework penetrations	no asbestos observed										
panel above hall entrance	wood										
skirting	wood										
radiator to wall	metal										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 012/P.E. store 24**

⛔ **Limited Access: physically restricted space**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	brick										
floor covering	Asbestos-containing vinyl tile and adhesive	Cross Reference	124074-1	5 Sqm.	1	1	0	Chrysotile	3	2	 R3
floor	concrete										
cable conduits	plastic										
pipework to walls	metal										
pipework penetrations	no asbestos observed										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 013/resources 23**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	brick										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 013/resources 23

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
floor covering	Asbestos-containing vinyl tile and adhesive	Cross Reference	124074-1	6 Sqm.	1	1	0	Chrysotile	3	2	 R3
floor	concrete										
cable conduits	plastic										
pipework to walls	metal										
pipework penetrations	no asbestos observed										
radiator to wall	metal										
window frames	plastic										
window cill	wood										
door frame	wood										
door	wood										
boxing to wall	wood										
within boxing to wall	no asbestos observed										
		no asbestos observed as far as access allowed by client.									

Building: Paulerspury C.E Primary School Level: 0 Location: 014/store 22

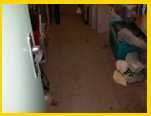
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	brick										
door	wood										
door frame	wood										
floor covering	Asbestos-containing vinyl tile and adhesive	Sample	124074-9	4 Sqm.	1	1	0	Chrysotile	3	2	 R3
floor	concrete										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 014/store 22

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
cable conduits	plastic										
pipework to walls	metal										
pipework penetrations	no asbestos observed										

Building: Paulerspury C.E Primary School Level: 0 Location: 015/male wc 21

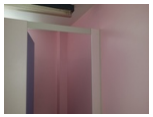
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	plaster on masonry										
doors	wood										
door frames	wood										
floor covering	modern linoleum										
floor	concrete										
wall covering	ceramic tiles										
cistern	plastic										
boxing	wood										
within boxing	no access										
		⛔ No Access: access not authorised due to causing excessive damage									
window frames	plastic										
window cills	wood										
pipework to walls	metal										
radiator to wall	metal										
cable conduits	plastic										

Building: Paulerspury C.E Primary School Level: 0 Location: 016/female wc 20

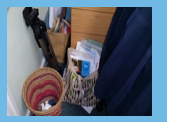
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										

table continued from previous page...

Building: Paulerspury C.E Primary School **Level: 0** **Location: 016/female wc 20**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
wall	plaster on masonry										
doors	wood										
door frames	wood										
floor covering	modern linoleum										
floor	concrete										
wall covering	ceramic tiles										
cisterns x3	ceramic										
boxing	wood										
within boxing	no access										
		⛔ No Access: access not authorised due to causing excessive damage									
window frames	plastic										
window cills	wood										
pipework to walls	metal										
radiator to wall	metal										
cable conduits	plastic										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 017/heads office 19**

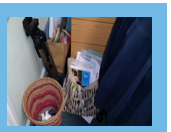


⛔ **Limited Access: physically restricted space**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	plaster on masonry										
door	wood										
door frame	wood										
radiator to wall	metal										

table continued from previous page...

Building: Paulerspury C.E Primary School **Level: 0** **Location: 017/heads office 19**



Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
window frame	wood										
window cills	wood										
skirting	wood										
floor covering	carpet										
floor	concrete										
cable conduits	plastic										
wall	brick										
sub floor	Asbestos-containing vinyl tile and adhesive	Cross Reference	124074-1	4 Sqm.	1	1	0	Chrysotile	3	2	 R3

Building: Paulerspury C.E Primary School **Level: 0** **Location: 018/cloaks 18**

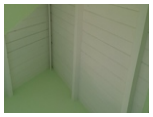
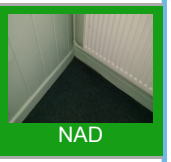
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling panels	wood										
above ceiling panels	no access										
		No Access: reasons of height									
walls	plaster on masonry										
doors	wood										
door frames	wood										
pipework to walls	metal										
pipework penetrations	no asbestos observed										
panels to walls	wood										
behind panels to walls	no asbestos observed										
		no asbestos observed as far as access allowed by client.									

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 018/cloaks 18

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
radiator to wall	metal										
skirting	composite	Sample	124074-10								 NAD
floor covering	carpet										
floor	concrete										
window frame	masonry										

Building: Paulerspury C.E Primary School Level: 0 Location: 019/classroom 17

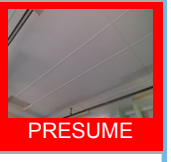
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	Asbestos-containing fibreboard	Presume		22 Sqm.	2	1	2	Presume Amosite	7	1	 PRESUME
		⛔ Limited Access: reasons of height - unable to inspect close to sample/determine if ACM present									
walls	plaster on masonry										
radiator to wall	metal										
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
floor	wood										
floor covering to kitchen area	modern linoleum										
panels to walls	wood										
behind panels to walls	no asbestos observed										

table continued from previous page...

Building: Paulerspury C.E Primary School **Level: 0** **Location: 019/classroom 17**

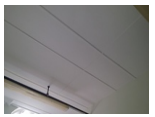
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
		no asbestos observed as far as access allowed by client.									

Building: Paulerspury C.E Primary School **Level: 0** **Location: 019/classroom 17 - void above**

No Access: reasons of height - unable to gain safe access to hatch

No Records were taken at this Location

Building: Paulerspury C.E Primary School **Level: 0** **Location: 020/I.T.C. 26**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	fibreboard										
		Limited Access: reasons of height									
walls	plaster on masonry										
radiator to wall	metal										
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
floor	wood										
panels to walls	wood										
behind panels to walls	no asbestos observed										
fireplace to wall	masonry										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 021/cloaks 16**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling panels	wood										
above ceiling panels	no access										
		⛔ No Access: reasons of height									
walls	plaster on masonry										
doors	wood										
door frames	wood										
pipework to walls	metal										
pipework penetrations	no asbestos observed										
panels to walls	wood										
behind panels to walls	no asbestos observed										
radiator to wall	metal										
floor covering	ceramic tiles										
floor	concrete										
window frame	masonry										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 022/staffroom 29**

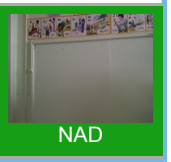
Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
walls	plaster on masonry										
radiator to wall	metal										
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										

table continued from previous page...

Building: Paulerspury C.E Primary School Level: 0 Location: 022/staffroom 29

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
floor	wood										
sink pad	modern										

Building: Paulerspury C.E Primary School Level: 0 Location: 023/classroom 27

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
walls	plaster on masonry										
radiator to wall	metal										
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
floor	wood										
sink pad	modern										
sink area floor covering	modern linoleum										
panels to walls	fibreboard	Cross Reference	124074-3								 NAD

Building: Paulerspury C.E Primary School Level: 0 Location: 024/classroom 15

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
walls	plaster on masonry										
radiator to wall	metal										

table continued from previous page...

Building: Paulerspury C.E Primary School **Level: 0** **Location: 024/classroom 15**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
doors	wood										
door frames	wood										
window frames	plastic										
window cills	wood										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
floor	wood										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 025/lobby 12**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	man made mineral fibre										
walls	brick										
wall	plaster on masonry										
doors	wood										
door frames	wood										
radiator to wall	metal										
cable conduits	plastic										
skirting	wood										
floor covering	carpet										
floor	concrete										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 025/lobby 12 - void above**

⛔ **No Access: access not authorised** 💬 **not accessed due to not allowed by client**

No Records were taken at this Location

Building: Paulerspury C.E Primary School **Level: 0** **Location: 026/wc 13**

no access allowed to void above by client request

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	man made mineral fibre										
wall	plaster on masonry										
doors	wood										
door frames	wood										
floor covering	modern linoleum										
floor	concrete										
wall covering	ceramic tiles										
cisterns	ceramic										
boxing	wood										
		no access within									
window frames	plastic										
window cills	wood										
pipework to walls	metal										
radiator to wall	metal										
cable conduits	plastic										

Building: Paulerspury C.E Primary School **Level: 0** **Location: 027/corridor 11**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
ceiling	plasterboard										
wall	brick										
doors	wood										
door frames	wood										
floor covering	carpet										
floor	concrete										
skirting	wood										
radiator to wall	metal										

Building: Paulerspury C.E Primary School **Level: 9** **Location: 999/externals**

Item / Product Examined	Material Description	Sampling Strategy	Sample No.	Extent	Product Score	Material Condition	Surface Treatment	Fibre Id.	Material Score	Accessibility Score	Risk Level Assessment
roof covering	modern roof slates										
		proof shown of date that new roof was installed									
vertical tiles to facsia	modern tiles										
window frames	plastic										
window frames	masonry										
undercloak	masonry										
rainwater goods	metal										
rainwater goods	plastic										
walls	masonry										

Building: Paulerspury C.E Primary School **Level: 9** **Location: 999/rear of school**

No access to rear of property due to staff having to vacate the school. Areas not accessed include covered play 34 / P.E. store 28 / plant 900 / shed 01/ group room area.

No Records were taken at this Location

Annotated Plans and Other Additional Documents

The following documents accompany this report and should be regarded as an integral part of this report.

They can be downloaded from http://web.lucion.co.uk/reports/124074/attachments.

- Method Statement [http://web.lucion.co.uk/method_statements/124074?s=be5ea11af99ad9a02017bf537f555e4b]
- Risk Assessment [http://web.lucion.co.uk/risk_assessment/124074?s=4cf440893997a03f916c6697ca90f070]
- A4-Plan_124074_Paulerspury-Primary-School.pdf

Additional Advice and Information

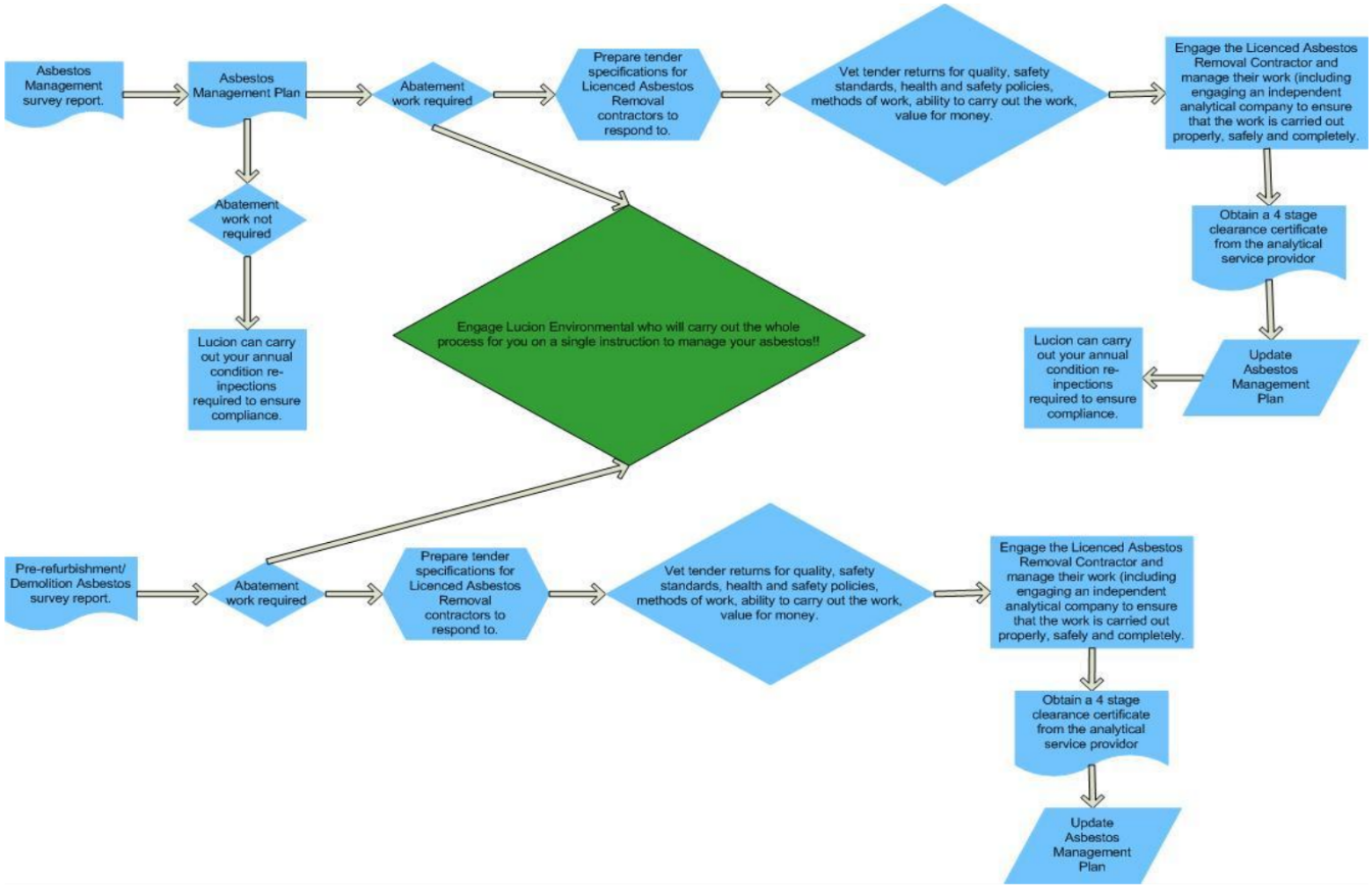
As the reader of this report you are recommended to make sure that it meets with your requirements. Publication HSG 264 Asbestos: The survey guide suggests the following:

- Check your report against our quotation or your tender
- Check for any caveats or disclaimers you are unsure of
- Check that the survey is as you requested
- Check you understand the included plans
- Check that we have accessed all the areas and rooms you wanted us to

Post Survey Support

The ultimate aim of any management plan must be the prevention of exposure to personnel working on your premises. You should therefore make this register available for consultation and keep it regularly updated. Publications relating to the Control of Asbestos Regulations (2012) suggest an annual reinspection as minimum (more frequently for higher risk materials) by a competent person.

Remember, an asbestos survey is the first step in asbestos management. Effective asbestos management often needs specialist advice; have a look at the diagram below which shows the basic steps in formulating a typical asbestos management plan. Lucion realise that you may need some assistance in drafting your management plan; please give us a call on **0191 4618999** or send an email to enquiries@lucion.co.uk or visit the lucion website [http://lucion.co.uk] for advice on any of the steps shown below:



Lucion Environmental
Delivering Trusted Hazard Management to the Built Environment.

Lucion Environmental Ltd
Registered in England + Wales 6495874
VAT Registration Number 208156326

Asbestos Fibre Identification Material Test Certificate

Job Ref No: ***124074****, Account Ref No:* ***769****, Contract Ref No:* ***14962***

This certificate is for the attention of	**John Hall** **Northampton County Council** Processing Operations Team OCT1202 Shire Hall Castle Hill Cambridgeshire CB3 0AP
Site Address	PAULERSPURY PRIMARY SCHOOL, HIGH STREET, PAULERSPURY, NN12 7NA
Sampled Buildings	Paulerspury C.E Primary School
Analyst(s)	Stuart Hogg
Analyst signature(s)	
Analysis date	Saturday, 30th July, 2016
Approved signatory	Robert O'Callaghan
Approved signature	
Approval date	Tuesday, 9th August, 2016
Report Rendered on	Tue 9 Aug 2016 @ 18:41:27

Analysis method - In-house method TOP01.03 in accordance with HSG 248 - Asbestos: The Analysts' Guide For Sampling, Analysis and Clearance Procedures H.S.E. 2005. All analysis carried out at Lucion's Head Office laboratory.

Lucion bear no responsibility for sample collection or sample description related information provided by the client.

Where Lucion Environmental Ltd has not undertaken sampling; any prior sampling activity is beyond the company's responsibility. Where Lucion Environmental Ltd has sampled the test material, this has been done in accordance with in-house method TOP01.02. Any opinions and interpretations expressed herein are outside the scope of UKAS accreditation.

The results quoted in this report relate to:

1. Samples analysed in accordance with methods described above
2. Samples analysed and not necessarily to the material from which the samples were taken
3. The time during which sampling took place and to the conditions prevailing during that time

The samples referred to in this report will be retained for 6 months unless requested otherwise.

Total Samples	No Asbestos Detected	Asbestos-Containing Samples
10	**5**	**5**

Head Office
7 Halifax Court, Dunston,
Gateshead, NE11 9JT
E: *enquiries@lucion.co.uk*
T: *0345 5040 303*

UKAS TESTING
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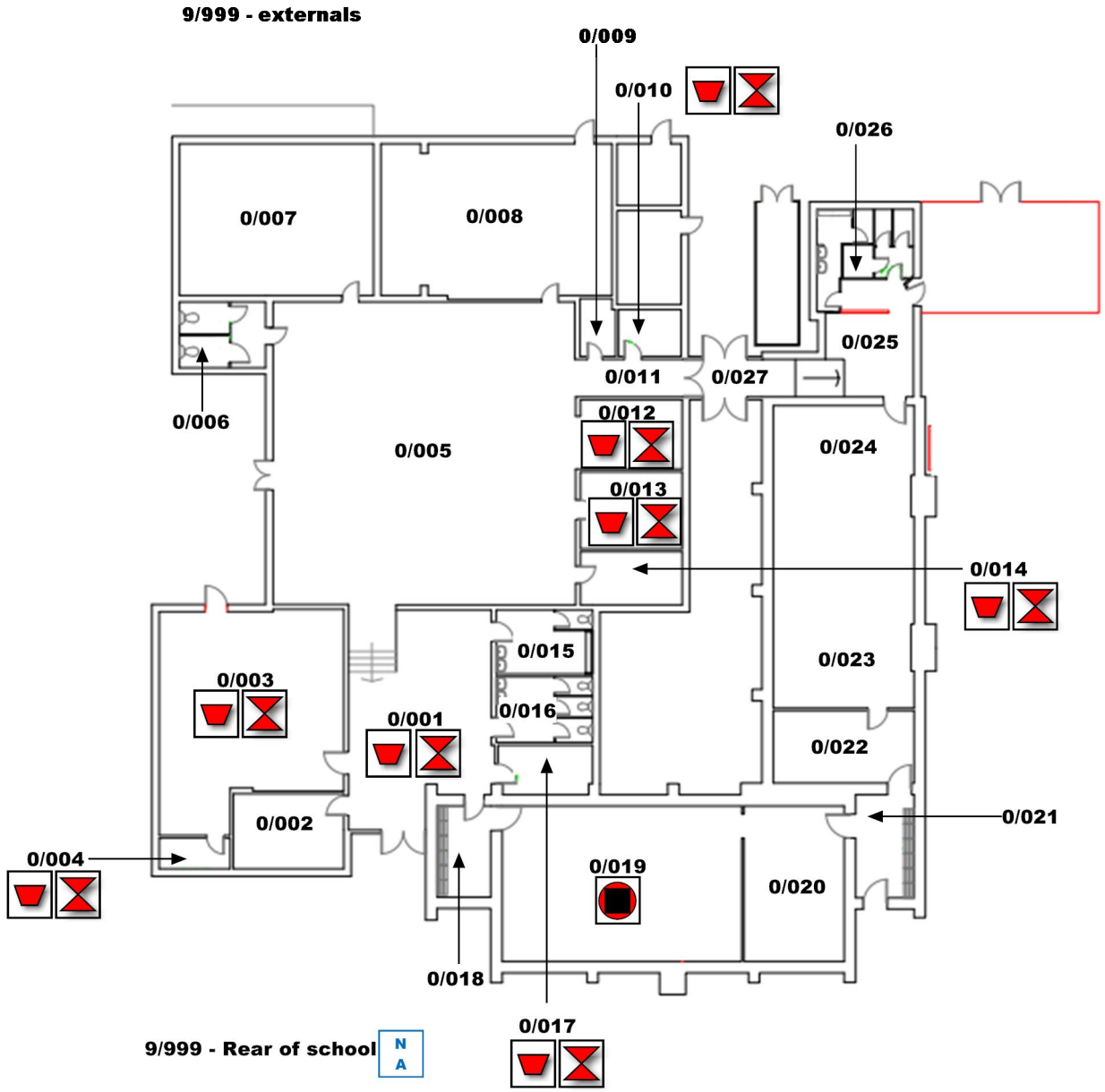
Fibre Identification Analysis Results

Sample No.	Building	Level	Location	Item / Product Examined	Material Description	Analyst Comments	Fibre Identification
124074-1	Paulerspury C.E Primary School	0	001/entrance	sub floor	Asbestos-containing vinyl tile and adhesive	in tile & bitumen	Chrysotile
124074-2	Paulerspury C.E Primary School	0	003/classroom 03	sub floor	Asbestos-containing vinyl tile and adhesive	in tile.	Chrysotile
124074-3	Paulerspury C.E Primary School	0	003/classroom 03	panels to walls	fibreboard		NAD
124074-4	Paulerspury C.E Primary School	0	003/classroom 03	sink pad	bituminous product		NAD
124074-5	Paulerspury C.E Primary School	0	004/store 04	floor covering	Asbestos-containing vinyl tile and adhesive	in tile & bitumen.	Chrysotile
124074-6	Paulerspury C.E Primary School	0	008/classroom 06	sink pad	bituminous product		NAD
124074-7	Paulerspury C.E Primary School	0	009/cleaner store 09	floor covering	vinyl tile and adhesive		NAD
124074-8	Paulerspury C.E Primary School	0	010/electric store 10	floor covering	Asbestos-containing vinyl tile and adhesive	in tile & bitumen.	Chrysotile
124074-9	Paulerspury C.E Primary School	0	014/store 22	floor covering	Asbestos-containing vinyl tile and adhesive	in tile & bitumen	Chrysotile
124074-10	Paulerspury C.E Primary School	0	018/cloaks 18	skirting	composite		NAD



Lucion Report	124074
Survey Location	Paulerspury Primary School
Plan Location	All of property
Survey Date	22/07/2016
Surveyor(s)	G Marston

Material Symbols

Asbestos containing **bituminous product**	
Asbestos containing **cement**	
Asbestos containing **composite product**	
Asbestos containing **gasket**	
Asbestos containing **insulation**	
Asbestos containing **insulating board**	
Asbestos containing **paper product**	
Asbestos containing **sprayed coating**	
Asbestos containing **textured coating**	
Asbestos containing **woven product**	
Asbestos containing **debris of unknown origin**	
No Access Area - Asbestos Presumed Present	N A
No Access Item -Asbestos Presumed Present	
Survey Area	

lucion

Please note: Asbestos containing material symbol locations are only INDICATIVE of the area of locatio not the exact position of the material; refer to repo register for details. Drawing NOT to scale.

Appendix 4

Construction Phase Plan: Guidance Information

CONSTRUCTION PHASE PLAN: GUIDANCE INFORMATION

It is a requirement of the Construction (Design and Management) Regulations 2015 that the Client (Employer) shall ensure that the construction phase of the project shall not commence unless a Health and Safety Plan complying with the Regulations has been prepared for the project.

The Construction Phase Plan is to be produced by the Principal Contractor and submitted to the Principle Designer. Work is not to commence on site until the Principle Designer has notified the Principal Contractor, in writing, that the plan is satisfactory to allow site commencement.

Once the Contractor has been appointed delay in producing an acceptable Health and Safety Plan may delay commencement on site and completion of the project. It should be noted that such delays will not be considered as grounds for an extension of time and may therefore result in the deduction of liquidated and ascertained damages. This document has been produced to assist the Contractor in avoiding delays.

The Construction Phase Plan does not have to be complete prior to commencement of work on site. It should be a live document that is developed as necessary throughout the construction phase. There is, however, a minimum amount of information that should be included in the plan before work starts.

As a guide for Contractors the following checklist is provided to indicate the minimum information to be included in the plan if acceptance by the Principle Designer is to be given. The checklist is not intended to be comprehensive and other items of information may need to be included in the plan to suit the specific project, conversely not all the items on the checklist may be relevant to the project being considered.

The information below is structured as Appendix 3 of “Managing Construction for Health and Safety” (HSE). The Construction Phase Plan does not have to be structured in this way to be acceptable as long as each issue identified is covered by the Plan. The source of some of the information to be included in the Plan will be the Pre-Construction Information Pack provided to the Contractor at tender stage.

It should be noted that once the Plan is accepted its future development is the responsibility of the Principal Contractor.

A copy of the accepted Plan should be available for reference on site and a copy should also be provided for the Contract Administrator, Clerk of Works and in the case of occupied premises on or adjacent to the site, the head of establishment. There is a contractual obligation for the Principal Contractor to notify the Employer of any subsequent amendment to the Plan.

CHECKLIST OF CONSTRUCTION PHASE PLAN CONTENT

1 INTRODUCTION

1.01 DESCRIPTION OF PROJECT

- Project location.
- General description of the Works.
- Programme identifying each significant work element.
- Name of Client (Employer).
- Name of Principal Contractor.
- Name of Architect/Contract Administrator.
- Name(s) of Consultants.
- Name of Principle Designer.
- Names of sub-contractors or, where not appointed, identification of work to be carried out by sub-contractors.
- Name of establishment contact (existing premises).

1.02 HEALTH AND SAFETY STATEMENT

- A general statement of health and safety principles and objectives for the project.
- Where the Works take place in an existing occupied building or are on the same site as occupied buildings a statement of the objective of ensuring the health and safety of occupants and visitors as well as the workforce.

1.03 RESTRICTIONS AFFECTING THE WORK

- A clear statement identifying all the project specific issues which need to be taken into account in managing health and safety for the project. Many of these will have been identified in the pre-construction information pack but should be restated. giving details, where appropriate, of control measures.
  Typically, this will include the following:
  - Contractors work area, extent and type of security fencing.
  - Site access, location and any restriction on use (e.g. time restrictions).
  - Arrangements for vehicular and pedestrian access to occupied buildings and external areas on site or adjacent and any segregation for site traffic.
  - Description and pattern of use by occupants/visitors of any existing buildings on or adjacent to site and consequential restrictions.
  - Description of any features in area surrounding site e.g. shops, main roads, children's play areas, housing etc, which may have health and safety implications.
  - Location of existing underground or overhead services and method of identifying their accurate location prior to commencement of work.

A drawing will be the best means of providing information for some of the above and should be included in the health and safety plan.

2 ARRANGEMENTS FOR MANAGING AND ORGANISING THE PROJECT

2.01 MANAGEMENT

- Details of the Principal Contractor's management structure applicable to the project, stating names, work location and telephone numbers of personnel identified. Generally, it is anticipated that a representative of the Principal Contractor will be permanently on site during working hours and this should be confirmed in the plan.
- Details of the Principal Contractor's arrangements for giving directions to and co-ordinating contractors, e.g. verbal and written communications, site meetings etc.

2.02 SETTING STANDARDS

- Identification of statutory requirements specific to project.
- Identification of any other standards applicable, e.g. client requirements, occupied building establishment's health and safety policy, contractor's own health and safety policy etc.

2.03 INFORMATION FOR CONTRACTORS

- Means by which the Principal Contractor will inform contractors of health and safety risk arising from the project environment and the construction work, i.e. communication of health and safety plan information as related to particular contractors.

2.04 SELECTION PROCEDURES

- Details of the Principal Contractors arrangements for ensuring that all: -
  - Contractors, the self employed and designers to the appointed by the Principal Contractor are competent and will make adequate provision for health and safety.
  - Suppliers of materials to the Principal Contractor will provide adequate health and safety information to support their products.
  - Machinery and other plant supplied for common use will be properly selected, used and maintained; and that operator training has been provided.

2.05 COMMUNICATION AND CO-OPERATION

- Details of means of communicating and passing information to all members of the project team, including the client and any client's representatives, designers, the Principle Designer, the Principal Contractor, other contractors, site workers and other whose health and safety may be affected.
  It should be noted that if the Employer's Contract Administrator considers that work is being carried out in breach of health and safety legal requirements, he will issue a Health and Safety Notification identifying the relevant items to the Contractor on site. A copy will be issued to the Contractors office and the Employers Health and Safety Officer. This process and the Principal Contractors procedure for response should be included in the health and safety plan.

- Details of arrangements for securing co-operation between contractors for health and safety purposes.
- Details of arrangements for management meetings and initiatives by which the health and safety objectives of the project are to be achieved.
- Details of arrangements for dealing with design work carried out during the construction phase, ensuring it complies with CDM regulation 13 and resultant information is passed to the appropriate persons.

CHECKLIST OF CONSTRUCTION PHASE PLAN CONTENT / Continued

2.06 ACTIVITIES WITH RISK TO HEALTH AND SAFETY

- Arrangements for identification and effective management of activities with risks to health and safety. Activities should be identified in the Health and Safety Plan, which will require risk assessment and method statements by the Principal Contractor and other contractors.
- Full risk assessments and method statements identified as above for those elements of work, which will be carried out at any early stage on site.

2.07 EMERGENCY PROCEDURES

- Details of emergency procedures for dealing with injuries, fire and other dangerous occurrences. This should include details of the following: -
  - Provision of first aid equipment.
  - First aid personnel with details of training (Health and Safety (First Aid) Regulations 1981).
  - Notices giving details of first aid arrangements.
  - Fire fighting equipment, alarms, means of escape, Fire and Rescue Service notification.
  - Notices giving details of fire precautions arrangements.
  - Emergency procedures co-ordination with staff of occupied premises.

2.08 REPORTING OF RIDDOR INFORMATION

- Arrangements for informing the Principal Contractor about accidents, ill health and dangerous occurrences which need to be notified to HSE under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

2.09 WELFARE

- Specific details of arrangements for welfare facilities, i.e. sanitary arrangements, washing facilities, mess-rooms, provision of drinking water (Construction (Health Safety and Welfare) Regulations 1996).

2.10 INFORMATION AND TRAINING FOR PEOPLE ON SITE

- Details of arrangements by which the Principal Contractor will check that people on site have been provided with:
  - Health and safety information.
  - Health and safety training.
  - Information about the project (the names of the Principle Designer and Principal Contractor and relevant parts of the health and safety plan) by their employer.
  - Details of arrangements for the display of statutory notices.
- Details of arrangements for project specific awareness training.
- Details of arrangements for toolbox or task health and safety talks.

2.11 CONSULTATION WITH PEOPLE ON SITE

- Details of arrangements that have been made for consulting and co-ordinating the views of people on site or their representatives.
- Details of arrangements for consultation with head of establishment for occupied buildings on or adjacent to site.

CHECKLIST OF CONSTRUCTION PHASE PLAN CONTENT / Continued

2.12 SITE RULES

- Listing of all site rules applicable at commencement of work on site. General site rules should include statements dealing with the following:
  - Personal Protective Equipment e.g. safety helmets, footwear, hearing protection etc.
  - Smoking restrictions.
  - Use of 110v electrical equipment.
  - Visitors to site.
  - RIDDOR.
  - Site transport.
  - Any restriction on delivery times etc.
  - Emergency procedures for fire/first aid etc.
- Details of means of updating/developing site rules as project proceeds.

2.13 HEALTH AND SAFETY FILE

- Details of arrangements for passing on information for the preparation of the health and safety file.

2.14 ARRANGEMENTS FOR MONITORING

- Details of arrangements for active and reactive monitoring to achieve compliance with the following:
  - Legal requirements.
  - The health and safety rules developed by the Principal Contractor through regular planned checks, and by carrying out investigations of incidents (whether causing injury, loss, or “near miss”) and complaints. This may involve co-operation and regular meetings between senior management and those who provide health and safety advice to them.
- Details for monitoring of:
  - Procedures, e.g. contractor selection and the management of certain trades.
  - On-site standards actually achieved compared with those set for the project.

2.15 PROJECT REVIEW

- Reviews throughout the project, as different trades complete their work and at its conclusion. This means that the lessons learnt in terms of the standards set and those actually achieved can be taken forward.