



Asbestos Management Policy

This Health and Safety Policy has been approved by the Xavier Academy Trust in September 2025 and will be reviewed every 2 years.

Committee responsible: Audit & Risk Committee

Xavier Catholic Education Mission Statement

To inspire, nurture and fulfil the calling of every person we encounter and the potential of every school we serve; growing together in faith, hope and love.

Asbestos Management Policy 2025

1. Introduction

The Xavier Catholic Education Trust recognises its duty to manage asbestos-containing materials (ACMs) within its premises in accordance with the Control of Asbestos Regulations 2012. This policy outlines the Trust's commitment to ensuring the health and safety of all individuals who may be affected by the presence of asbestos, including pupils, staff, contractors, and visitors.

2. Legal Responsibilities

The Trust is responsible for the maintenance and repair of its buildings, which may contain ACMs. All buildings constructed or refurbished before the year 2000 are presumed to contain asbestos unless proven otherwise. The Trust will comply with all relevant legislation, Approved Codes of Practice, and Health and Safety Executive (HSE) guidance.

3. Risk Management

ACMs in good condition and undisturbed pose negligible risk. However, if disturbed or damaged, asbestos fibres may be released, posing a health hazard. The Trust will ensure that risk assessments are conducted, control measures are implemented, and systems are monitored and reviewed regularly.

An asbestos survey will be conducted to identify the location and condition of ACMs. The findings will be recorded in an Asbestos Register and Management Plan, which will be accessible to staff, contractors, and visitors.

4. Roles and Responsibilities

The Audit & Risk Committee is responsible for reviewing and updating this policy. The appointed person at each school will ensure that:

- Reasonable steps are taken to identify ACMs and assess their condition.
- A management plan is developed and implemented.
- The plan is reviewed and updated periodically.
- Contractors complete a declaration form before commencing work.
- Only trained and competent personnel undertake work involving ACMs.

- Visual inspections are conducted termly and documented.

5. Procedures

- All ACMs must be maintained in a safe condition.
- Slightly damaged ACMs may be encapsulated and monitored.
- Severely damaged ACMs must be assessed by a UKAS-accredited contractor before any work proceeds.
- All buildings will undergo a full management survey.
- Staff and contractors will be informed of ACM locations and procedures.
- Contractors must read the Asbestos Management Plan and sign the declaration form.
- Any work that may disturb ACMs must be recorded in the Risk Register.

6. Accident Procedure

- Immediately stop work in the affected area.
- Report the incident to the appointed person.
- Evacuate the area and ensure supervision of pupils.
- Seal off the area and prevent access.
- Appointed person to contact a licensed contractor for inspection and remediation.
- Notify the Central Estates Team at Xavier.
- Record the incident in the logbook and update the management plan.
- Ensure staff and contractors are aware of ACM locations and reporting procedures.

7. Monitoring and Review

The Trust will promote awareness of asbestos risks and provide appropriate training. The Asbestos Management Plan and Risk Register will be updated regularly and shared with all relevant parties. The Trust is committed to the safe disposal of asbestos waste and compliance with all applicable regulations.