

HAMDON YOUTH & FAMILY CENTRE

COSHH RISK ASSESSMENT

Control of Substances Hazardous to Health Regulations (COSHH)

The law requires a business, which uses substances that might cause harm to health, to control the risk to its employees. Hamdon Youth & Family Centre has no employees and therefore there is no obligation to record a formal Risk Assessment but as we follow “best practice” and have children as our Centre users, it makes sense to write down what steps the Management Committee have taken to identify the risks and list any actions they have taken to control the risks to health.

The Risk Assessment will be reviewed annually to ensure that it is kept up to date and to take into account any changes in the Centre.

IDENTIFICATION OF THE HAZARDS

The only substances used in the Centre are cleaning products. These include washing up liquid, toilet cleaner, wood floor cleaner and polish, vinyl floor cleaner and polish, window cleaner, antibacterial spray cleaner and hand sanitizer.

All the substances are commonly used in domestic settings and will therefore be familiar to anyone using them in the Centre. Providing the substances are used in accordance with the manufacturer’s instruction, risks are minimal.

All materials other than washing up liquid and antibacterial spray will be kept in the cleaner’s cupboard.

WHO MIGHT BE HARMED AND HOW?

- The regular user of all these substances is mainly limited to the contract cleaner, which could be several times per week.
- Centre users might come into contact with a small number of these substances on an irregular or once per week basis
- Substances could splash onto skin, into eyes or mouth.
- Liquids could be consumed orally. Small splashes onto the skin can be washed off with water without harm being suffered.
- Small splashes into the eye can be irrigated with water and small splashes into the mouth can be washed out with water.
- Small levels of exposure onto the skin, into the mouth or into eyes will have no lasting detrimental effect on the users if washed or irrigated immediately.
- Wilful misuse could lead to much more serious harm resulting in hospitalisation

WHAT ARE THE RISKS AND PRECAUTIONS TAKEN?

If used in accordance with the manufacturer’s instruction, users will not be exposed to risk. As the substances being used in the Centre are commonly found in domestic settings, their risk will be familiar to anyone using them. However, as all products are different and can have their own specific risks, an exclusive list of products to be used in the Centre has been agreed by the Management Committee.

These are

- Ecover Washing Up Liquid (plant based)
- Ecover Toilet Cleaner

- Bona Wood Floor Cleaner
- Bona Wood Floor Polish
- Bona Vinyl Floor Cleaner
- Bona Vinyl Floor Polish
- Covex Hand Sanitizer
- Dettol Anti-Bac Surface Cleaner
- Flash Liquid
- Tesco's Window Cleaner

Systems of work

- Washing up liquid and antibacterial spray cleaner are kept in the kitchen on the worktops for general use by Centre users. As all products are domestic in nature they remain in the manufacturers' packaging with clear instructions on use and potential hazards.
- Other cleaning substances are kept in the cleaner's cupboard in the kitchen with access for the cleaner and group leaders only.
- The cleaner's cupboard in the kitchen must always be secured by a child proof lock
- Ecover and Bona substances are supplied in bulk 5 litre packaging and transferred into small containers clearly marked with the manufacturer's name. This is done only by the cleaner.
- All products are used up and only packaging is disposed in the appropriate bin in accordance with local authority recycling requirements.
- A hazard summary is posted in the Kitchen.

COSHH Product Data Sheet Summary

Only approved cleaning products should be used in this Centre. If used in accordance with the manufacturer's instructions, approved cleaning products will be safe and not hazardous to health.

If cleaning products get onto the skin, the affected area should be washed with soap and water as soon as possible.

If cleaning products are splashed into the eyes, they should be irrigated with water as soon as possible.

If cleaning products are ingested, they should be diluted by drinking copious volumes of water as soon as possible, and medical advice sought.

Anyone concerned about any misuse of a cleaning product or suffering symptoms after a misuse, should seek urgent medical attention.

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