

## **Control of Substances Hazardous to Health (COSHH) Policy**

Stramash recognises that, although staff do not routinely work with highly hazardous substances that are detrimental to their health, staff/service users may occasionally be exposed to potentially hazardous substances such as:

- Medicines;
- Cleaning agents/disinfectants;
- Paints/adhesives;
- Pesticides;
- Naturally occurring substances (latex, dust);
- Biological agents (bacteria or other microorganisms);
- Substances generated during work activities (fumes, waste, dust).

This policy relates specifically to the Health and Safety at Work etc Act 1974. *For more information, please see the Control of Substances Hazardous to Health (COSHH) Policy from Citation.*

Effects from exposure to hazardous substances can range from mild irritation to acute or chronic illness or even death. In order to minimise these risks, Stramash will ensure:

- All staff/volunteers/students receive mandatory COSHH training as part of their induction process, and bi-annually thereafter;
- Potential risks are identified, managed and rectified, where possible, through the Risk Benefit Assessment process;
- There is an accurate inventory of hazardous substances used or stored on each site;
- All substances are stored in a specific location;
- All substances are kept in suitable, closable containers;
- Hazardous substances will not be used or stored on site if there a reasonably practical alternative;
- Suitable equipment and PPE will be made available where appropriate;
- Any incidents of harm or injury from hazardous substance tasks will be fully investigated and the potential of further or repeated risk minimised.

Stramash staff must:

- Study and understand the COSHH training provided to the best of their ability;
- Follow protocol and training provided by Stramash in regards to COSHH;
- Follow the storage, dilution and use guidelines provided;
- Follow good hygiene practices;
- Use PPE as instructed;

- Not undertake any activity with hazardous substances when there is a reasonably practical alternative;
- Participate and cooperate with the Risk Benefit Assessment process and all subsequent protocols and conditions;
- Report all accidents, injuries and near misses;
- Report any unsafe practises or possibilities of harm.

Where reasonably practical, Stramash staff will prevent the use of hazardous substances. Where it is not practical, the exposure from hazardous substances will be controlled by:

- Removing all unnecessary service users and staff from the area;
- Use of suitable equipment and PPE;
- Following safe working protocols;
- Any necessary safety equipment is available;
- Ensuring there is safe and suitable ventilation.