

## **IBBERTON, BELCHALWELL & WOOLLAND VILLAGE HALL**

Reg. Charity No. 1095817

[www.ibbertonvillagehall.co.uk](http://www.ibbertonvillagehall.co.uk)

### **Appendix 7 Control of Substances Hazardous to Health Regulations (COSHH)**

#### **Ibberton, Belchalwell & Woolland Village Hall Risk Assessment.**

The law requires a business, which uses substances that might cause harm to health, to control the risk to its employees. Ibberton, Belchalwell & Woolland Village Hall has no employees and therefore there is no obligation to record a formal risk assessment but, it makes sense to write down what steps Ibberton, Belchalwell & Woolland Village Hall Management Committee (IBWVH) 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 takes into account any changes in the village hall.

#### **Identification of the hazards**

The only substances used in the village hall are cleaning products. These include

- Floor Cleaner
- Toilet Cleaner
- Washing Up Liquid
- Surface Cleaner
- Bleach
- Polish
- Dishwasher Tablets
- Rinse Aid
- Dishwasher Salt

Manufacturer or distributor data sheets have been obtained for each substance and providing the substances are used in accordance with the manufacturer's instruction, risks are minimal. All the substances are commonly used in domestic settings and will therefore be familiar to anyone using them in the village hall.

#### **Who might be harmed and how?**

The regular user of all these substances is limited to the contract cleaner, which could be several times per week. Hall users might come into contact with some substances on an irregular once per week basis or less.

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?**

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If used in accordance with the manufacturer's instruction, users will not be exposed to risk.

As the substances being used in the village hall 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 village hall has been agreed by IBWVH. These are

- Flash Floor Cleaner
- Duck Toilet Cleaner
- Fairy Liquid
- Dettol Surface Cleaner
- Tesco Bleach
- Mr Sheen Polish

### **Systems of work**

Washing up liquid are kept in the kitchen. As they could be used, albeit occasionally, by a variety of hall users they need to be accessible.

Other substances are kept in the locked cupboard under the sink. As all products are domestic in nature, purchased from the local supermarket, they remain in the manufacturers packaging with clear instructions on use and potential hazards. No chemicals or substances are purchased in bulk and transferred into small containers.

When all products are used and only packaging is disposed in the bin in accordance with local authority recycling requirements.

Substance COSHH Data Sheets are available on request. summary is posted on the H&S notice Board in the village hall.

### **COSHH Product Data Sheet Summary**

Only approved cleaning products should be used in this village hall. 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, they 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.

Any one concerned about any misuse of a cleaning product or suffering symptoms after a misuse, they should seek urgent medical attention

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### **COSHH - Control of Substances Hazardous to Health Chemical Safety Statement Policy**

When working with chemicals it is important to consider if the chemical is harmful. Obtain the safety data sheet from the supplier of each harmful chemical, display the data sheet and decide if any precautions need to be taken when using it, for instance does the supplier recommend users wear gloves, goggles. Consideration should be given to substituting the harmful chemical for a less harmful one or restricting its use. Safety data sheets are helpful in considering what precautions are needed and are also an essential piece of information if medical treatment is required, if a chemical splashes in someone's eye, is swallowed or contacts the skin. Chemicals must be stored securely and must not be accessible to people who don't know how to use them, and particularly to children.

The Control of Substances Hazardous to Health Regulations 2002 (COSHH) sets out basic measures for employers and employees to take to control exposure to hazardous substances and to prevent ill health.