Charity No 900216

Forest Pulse

Supporting children and young people with disabilities and their families

Asbestos Management Policy

(Ceiling Tiles and Ceiling Voids)

Policy Statement

Forest Pulse is committed to ensuring the safety of children, staff, visitors and contractors through effective asbestos management in accordance with the Control of Asbestos Regulations 2012.

BizSpace, as property owner and duty holder, commissioned a full asbestos survey undertaken by competent specialists. The findings confirm that the premises are safe for normal occupation and educational use provided asbestos-containing materials are not disturbed.

This policy outlines the control measures in place to ensure continued compliance and risk control.

Legal Compliance

This policy operates in line with:

- Control of Asbestos Regulations 2012
- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999

Under Regulation 4 of the Control of Asbestos Regulations 2012, asbestos in non-domestic premises must be identified and managed to prevent exposure. The required survey has been completed, and the findings are retained on site.

Survey Summary

- A full asbestos survey was commissioned by BizSpace.
- The survey was completed by qualified asbestos consultants.
- Air monitoring was undertaken where required and confirmed safe occupancy.
- Asbestos-containing materials may be present above or associated with ceiling tiles and ceiling voids.
- These materials are in stable condition.
- No immediate health risk has been identified provided materials remain undisturbed.

Identified Hazard

Potential disturbance of asbestos-containing materials located above ceiling tiles.

Risk Assessment

Persons at risk

- Children
- Staff
- Visitors
- Contractors

Risk level
Low, provided control measures are consistently implemented.

Control Measures
Ceiling Tiles and Void Access

- Ceiling tiles must not be lifted, removed, drilled or damaged.
- Access to ceiling voids is strictly prohibited unless undertaken by authorised and appropriately trained professionals.

Indoor Activity Management

- Children must not throw balls, bean bags or other objects towards ceilings.
- Staff actively supervise and reinforce safe behaviour indoors.

Maintenance and Contractor Controls

- All planned maintenance affecting ceilings must be reviewed in advance.
- Only licensed and competent contractors may undertake work that could disturb asbestos-containing materials.
- Contractors must review asbestos documentation before work begins.
- No intrusive work is permitted without prior authorisation.

Monitoring and Condition Checks

- Ceiling tiles are visually inspected periodically for movement or damage.
- Any defects are reported immediately to management.
- Areas are isolated where necessary pending professional advice.

Emergency Procedure
If a ceiling tile is dislodged or damaged:

1. Vacate the immediate area.
2. Restrict access.
3. Report to management immediately.
4. Do not attempt to clean or disturb debris.

Further action will be taken in accordance with professional asbestos management guidance.

Roles and Responsibilities
BizSpace

- Commissioned the asbestos survey.
- Obtained specialist advice.
- Holds duty holder responsibility under Regulation 4 for managing asbestos within the premises structure.

Forest Pulse Management

- Implement daily control measures.
- Ensure staff awareness and compliance.
- Maintain access to asbestos documentation.
- Liaise with BizSpace regarding any concerns or required works.

Forest Pulse Staff

- Adhere to this policy.

- Prevent activities that could disturb ceiling tiles.
- Report damage or concerns immediately.

Assurance Statement
A professional asbestos survey commissioned by BizSpace confirms that the premises are safe for normal occupation and educational use.

The statutory duty to identify and manage asbestos has been fulfilled. Control measures are clear, proportionate and actively monitored. Provided ceiling tiles and ceiling voids remain undisturbed, the risk to occupants remains low and effectively managed.

Review
This policy will be reviewed annually or sooner if there is:

- Structural alteration
- Damage to ceilings
- Updated survey information
- Legislative change

Review Date: 01/04/2027

Responsible Person: Chief Executive Officer

Signature: CI Combe