

Foreward

ASBESTOS SURVEY REPORT FOR CASTLETOWN PRIMARY SCHOOL

I have enclosed for your information and retention the most recent asbestos survey (type 2) which applies to the property stated above. The purpose of the survey is to identify as far as possible, the materials containing asbestos fibres in your property.

The attached report is divided in sections so as to give as much information as possible, a basic reference section for use by premises managers and a more detailed report for use by contractors on site etc.

Plan of the Building and Sample Locations

This contains a plan of the building and identifies where asbestos samples have been taken from.

Photographs of Areas Sampled

This section contains photographs of all the areas where samples were taken. These photographs can be used when carrying out the periodic inspections to see if there has been any change or deterioration in its condition.

Survey Information

This section contains the survey information as printed from the central database held at Land and Property. It describes the type of asbestos present, its location, condition etc. Contractors should be shown this section along with the others when they are shown the register prior to starting any work.

Priority Risk Assessments

This section contains assessments which have been created using information from the survey and information on your property. This assessment helps to determine how often periodic checks on any asbestos need to be carried out by your Samo.

5 Simple Steps to Asbestos Management

This section details procedures for managing asbestos in your property. It gives guidance on the register, the inspections, any planned work and what to do when contractors arrive on site.

Commonly asked Questions

This section covers questions most commonly asked and can be referred to as/when the need arises.

The building has been surveyed as comprehensively as possible, all potentially fibrous materials have been examined and where necessary analysed by competent UKAS accredited analysts and the findings of both recorded in the report.

This report is an important document and must be referred to before any building works are carried out. The report must be kept with your tenants handbook and the checklists completed on a regular basis. You will be reminded when your specific checklists are due for submission.

Information for Employees Working in Premises where Asbestos Containing Materials Exist.

Asbestos is made up of fibrous materials, which are flexible, mechanically strong and resistant to stretching, heat and chemicals. As a consequence asbestos has been used extensively in buildings. Examples of asbestos containing materials found in buildings include exterior asbestos cement cladding; gutters and pipes; fireproof sprays on structural steel joists; insulation boards in service ducts and wall partitions; ceiling and floor tiles and pipe and boiler lagging.

Asbestos containing products can produce very small fibrous dust particles, which can not be seen by the naked eye. It is only when these fibres become airborne, due to damage, deterioration, disturbance etc, that there is a risk to health.

If asbestos is maintained in good condition and is not disturbed or damaged it does not pose a health risk.

The authority has a management system for ensuring that you are not exposed to asbestos containing materials that are in poor condition and may pose a health risk. This system is based on sound principals laid down by legislation and associated codes of practice and guidance.

It is not appropriate simply to remove all asbestos containing materials in buildings. Asbestos materials that are sound, undamaged and not releasing dust should be left alone. Any disturbance to such materials, however carefully controlled, will release fibres and be counter-productive.

Within the building you occupy, your department has nominated a Site Asbestos Monitoring Officer (SAMO). This individual is responsible for inspecting the asbestos containing materials to ensure they are not in a dangerous condition. Should you have any concerns about suspect materials within your premises you should contact the SAMO.

Restrictions on use, distribution and publication of the report

We accept no responsibility or liability for the consequences of this document being used for purpose other than for which it was commissioned.

To the extent that the document is based on the information available at the time of writing, Sunderland City Council accepts no liability for any consequences should this report be used for any other purpose

If you require any further information regarding the report or its application please contact Caroline Bage, Asbestos Manager on Tel: 07557 938966.

Yours sincerely,

Paul Davies
Assistant Director of Assurance and Property Services

Sunderland
City Council

Sunderland City Council

*Control of Asbestos
Regulations 2012*

Asbestos Register for CASTLETOWN PRIMARY SCHOOL



UPRN: - 2900452

TF Ref: SCH022

Location of register:-

Premises Manager / Samo: - Tenant

Date: 12 December 2023

Contact Numbers List: -

Caroline Bage – Asbestos Manager – 07557 938966

Castletown Primary - Last updated 12/12/2023 – Version 2

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Plan of Building and Samples Location

CS09/237 – Floor tiles (Heads Room) (Item 1) No Risk
As CS09/237 – Floor tiles (Staff Room) (Item 2) No Risk
CS09/238 – Sink pad (Staff Room) (Item 3) No Risk
As SC09/237 – Floor tiles (Repro Room) (Item 4) No Risk
As CS09/238 – Sink pad (Repro Room) (Item 5) No Risk
As CS09/238 – Sink pads (Base 11/12) (Item 6) No Risk
AS CS09/237 – Floor tiles (Base 11/2) (Item 7) No Risk
CS09/238 - Sink pads (Base 13/14) (Item 8) No Risk
As CS09/237 – Floor tiles (Base 13/14) (Item 9) No Risk
As CS09/237 – Floor tile (CT Office) (Item 10) No Risk
As CS09/238 – Sink pads (Base 7/8) (Item 11) No Risk
As CS09/237 – Floor tiles (Base 7/8) (Item 12) No Risk
As CS09/238 – Sink pads (Base 9/10) (Item 13) No Risk
AS CS09/237 – (Floor tiles) (Base 9/10) (Item 14) No Risk
As CS09/237 – (Floor tiles) (Base 3 / 4) (Item 15) No Risk
As CS09/238 – Sink pads (Base 5/6) (Item 16) No Risk
As CS09/237 – Floor tiles (Base 3/4 Stores) (Item 17) No Risk
As CS09/237 – Floor tiles (Base 5/6 stores) (Item 18) No Risk
As CS09/238 – Sink pads (Base 1/2 Prac) (Item 19) No Risk
As CS09/238 – Sink pads (Nursery playroom) (Item 20) No Risk
As CS09/237 – Floor tiles (Toy store) (Item 21) No Risk
As CS09/238 – Sink pad (Kitchen) (Item 22) No Risk
As CS09/237 – Floor tiles (Library Store) (Item 23) No Risk
As CS09/237 – Floor tiles (Cleaners Cupbd) (Item 24) No Risk
As CS09/237 – Floor tiles (Servery Staff WC) (Item 25) No Risk
As CS09/237 – Floor tiles (Dept HT Stores) (Item 26) No Risk
As CS09/237 – Floor tiles (Cleaners Store) (Item 27) No Risk
CS09/239 – Ceiling panels (Boiler Room) (Item 28) No Risk
CS09/240 – Pipe Insulation (Boiler Room) (Item 29) No Risk
CS09/241 – Gaskets (Boiler Room) (Item 30) - Removed Aug 2015
As CS09/239 – Ceiling panels (Electric Room) (Item 31) No Risk
As CS09/239 – Ceiling panels (Gas Room) (Item 32) No Risk
CS09/242 – Gaskets (Gas Room) (Item 33) Very Low Risk
As CS09/237 – Floor tiles (Equip Store) (Item 34) No Risk
As CS09/238 – Sink pad (Tea Room) (Item 35) No Risk
CS09/243 – Pipe Insulation (Loft space) (Item 36) No Risk
As CS09/237 – Floor tiles (Reception Store) (Item 37) No Risk
As CS09/237 – Floor tiles (Base 2 Store) (Item 38) No Risk
As CS09/237 – Floor tiles (Secure Store 1) (Item 39) No Risk
As CS09/237 – Floor tiles (Cleaners Equip Store) (Item 40) No Risk
As 313959-1 – Screed to floor (Year 5 Classroom) (Item 41) – No Risk
313959-1 – Screed to floor (Year 6 Classroom) (item 42) – No Risk
As 313959-1 – Screed to floor (Year 3 Classroom) (Item 43) – No Risk
As 313959-1 – Screed to floor (Year 4 Classroom) (Item 44) – No Risk
As 313959-1 – Screed to floor (Year 1 Classroom) (Item 45) – No Risk

As 313959-1 – Screed to floor (Year 2 Classroom) (Item 46) – No Risk
 21-33433-1 – Vessels – ducting inside ceiling void (Mastic) (Ceiling void above boys changing room and classroom) (Item 47) – No Risk
 NO000679 – Ceiling void fire breaks (Kitchen G/001) (item 48) – No Risk
 NO000680 – Ceiling void fire breaks (Kitchen G/001) (item 49) – No Risk
 NO000681 – Ceiling void fire breaks (Corridor G/002) (item 50) – No Risk

Refurbishment Survey 22-45929 was carried out to the nursery area. No samples were taken as no asbestos was noted.

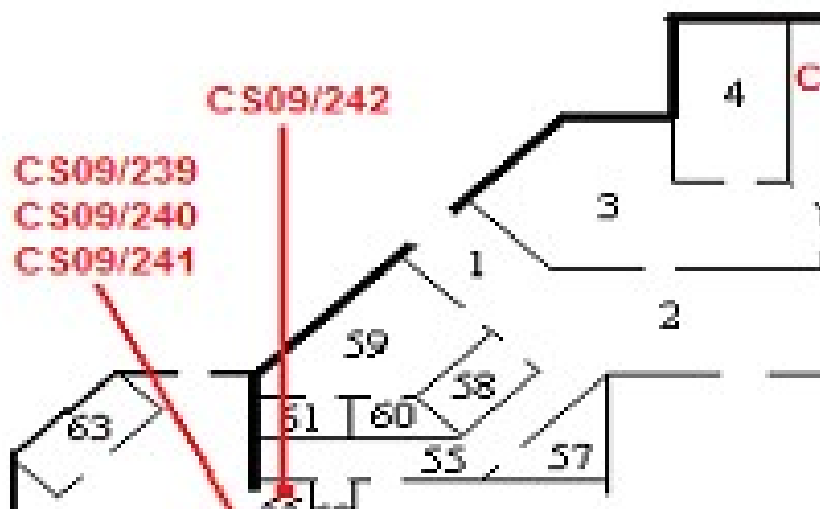
Areas of no Access

- No Access To Games Equipment Store - Locked**
- No Access To table /Chair Store - Locked**
- No Access To Nursery Covered Outdoor Play Area - Doors Locked**
- No Access To Nursery External Toy Store**

No Suspect Asbestos Containing Materials Were Noted in The Following Areas:

Main Entrance	Foyer	Office	File Store	Corridor 1
Corridor 2	Corridor 3	Games Entrance	Girls Changing Rooms/Shower/WC	Boys Changing Rooms/Shower/WC
Male Staff Changing Room/Shower/WC	Disabled WC	Corridor/Junior Entrance	Junior Boys WC	Junior Girls WC
Corridor 5	Infant Entrance/Corridor	Disabled WC	Infant Boys WC	Infant Girls WC
Corridor 7	Corridor 8 (Reception Area)	Cloaks Area 1	Reception/Girls WC	Reception/Boys WC
Nursery Entrance/Cloaks Area	Secure Store 2	Computer Room/Server Room	Library	Male Staff WC Off Corridor 2
Female Staff WC Off Corridor 2	Disabled WC Off Corridor 2	Corridor 9	Servery	Foyer Disabled WC
Deputy Heads Room	Deputy Heads WC	Bin Store	Interview Room	External Cupboard Near Therapy Room
Water Tank Room	Therapy Room	Hall Fire Exit Corridor	Nursery WC and Shower	Nursery Disables WC
Corridor 6	Externals			

Castletown Primary, Sunderland
not to scale.



Please note the survey carried out was non-intrusive and any areas not listed above may not have been accessed or had samples taken, should major refurbishment be planned for the property, further investigation will be required.

Photographs of Areas Sampled



Various Ref: CS09/237

The vinyl flooring to the Heads room does not contain asbestos.

Similar vinyl flooring is located in:

Staff Rm, Repro Rm, Base 11/12, Base 13/14, CT Office, Base 7/8, Base 9/10, Base 3/4, Base 3/4 Stores, Base 5/6 Stores, Toy Store, Library Store, Cleaners Cupbd, Servery Staff Wc, Dep Ht Stores, Cleaners Store, Equipment Store, Reception Store, Base 2 Store, Secure Store 1 and Cleaners Equip Store.



Various - Ref: CS09/238

The sink pad in the staff room does not contain asbestos.

Similar sink pads are located in;

Repro Rm, Base 11/12, Base 13/14, Base 7/8, Base 9/10, Base 5/6, Base 1/2 Prac, Nursery Playroom, Kitchen and Tea Room.

Photographs of Areas Sampled (Cont)



Various - Ref: CS09/239

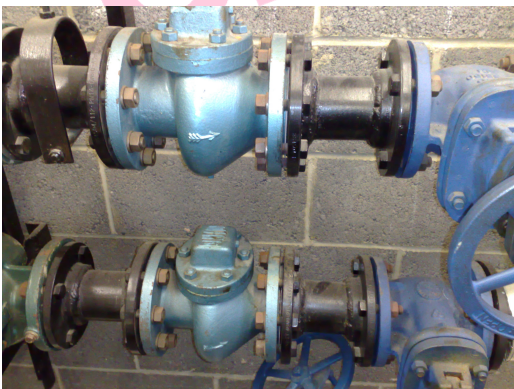
The ceiling panels in the boiler room do not contain asbestos.

Similar ceilings are located in the electric room and Gas Room.



Item 29 - Ref: CS09/240

The pipe insulation to the boiler room does not contain asbestos.



Item 30 - Ref: CS09/241

The gaskets throughout the Boiler Room contained asbestos.

These were removed in August 2015.

Photographs of Areas Sampled (Cont)



Item 33- Ref: CS09/242

The gaskets throughout the Gas Room contain asbestos.

Any change in their appearance should be recorded and passed to Property Services.



Item 36- Ref: CS09/243

The pipe insulation to the loft space does not contain asbestos.



Item 41- Ref: As 343959-1

The scree to the floor in Year 5 Classroom does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 42- Ref: 343959-1

The screed to the floor in Year 6 Classroom does not contain asbestos.



Item 43- Ref: 343959-1

The screed to the floor in Year 3 Classroom does not contain asbestos.



Item 44- Ref: 343959-1

The screed to the floor in Year 4 Classroom does not contain asbestos.

Photographs of Areas Sampled (Cont)



Item 45- Ref: 343959-1

The screed to the floor in Year 1 Classroom does not contain asbestos.



Item 46- Ref: 343959-1

The screed to the floor in Year 2 Classroom does not contain asbestos.



Item 47- Ref: 21-33433-1

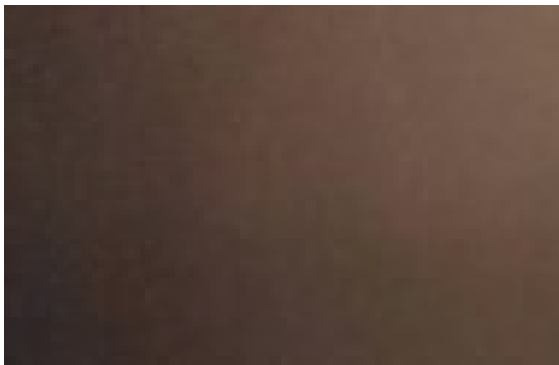
The vessels – ducting inside ceiling void (Mastic) in the ceiling void above Boys Changing Rooms and Classroom does not contain asbestos.

Photographs of Areas Sampled (Cont)



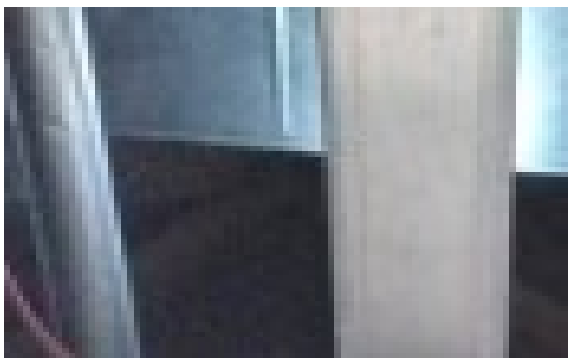
Item 48- Ref: NO000679

The fire breaks in the ceiling void in the Kitchen (G/001) does not contain asbestos.



Item 49- Ref: NO000680

The fire breaks in the ceiling void in the Kitchen (G/001) does not contain asbestos.



Item 50- Ref: NO000681

The fire breaks in the ceiling void in the Corridor (G/002) does not contain asbestos.

Five Simple Steps to Asbestos Management

Each property has a nominated site asbestos monitoring officer (SAMO). The SAMO is responsible for maintaining this register and ensuring all necessary personnel are aware of the register including all maintenance, construction and service installers; undertaking periodic inspections and liaising with the Departmental Asbestos Co-ordinator and the Asbestos Manager in Property Services as necessary.

The SAMO's role is very important but this guide is hoped to ensure the requirements are easy and simple to follow.

Step 1 – Receiving the Register

The SAMO is the tenant.

And the person is responsible for the register, where it is located and that it is kept up to date.

The register contains a plan of the premises and a photographic schedule of where the asbestos is and what risk is associated.

The SAMO must make all employees aware of the locations and should let any contractors entering the building view the register before any work is started.

Step 2 – Periodic Inspections

The SAMO must look at the locations photographed and compare the asbestos now to when the photograph was taken and complete the checklist attached (Form 2).

The checklists are to be completed periodically in accordance with the schedule attached.

Should the SAMO come across some asbestos which has been disturbed, whether during refurbishment works or during the normal course of wear and tear, they should complete Form 4 as far as possible and contact Property Services for advice and remedial action.

In the meantime, they should ensure that access to the area containing the disturbed or damaged asbestos is prohibited until Property Services has made recommendations.

Step 3 – Planned Work

All planned works that may disturb or danger any asbestos indicated, should be reported to Property Services using form 3 at least 21 days before the work is due to commence.

Step 4 – Contractors on Site

If a contractor arrives on site, the SAMO must:

- a. Make sure they read/view the register
- b. Get contractor to sign register to say he has read it (Form1).
- c. Get confirmation from the contractor that proposed works will not disturb any asbestos areas.
- d. If area is disturbed that was not identified in Register, advise Property Services immediately and complete Form 4.

Step 5 – Monitoring the Register

On completion of work get contractor to sign to say they didn't disturb any areas.

If alterations have occurred details should be forwarded to Property Services.

If you, as SAMO, are to leave your post, please notify your Departmental Co-ordinator to appoint another person and notify Property Services and the front of your register.

In the event of an exposure of asbestos, please refer to the site specific emergency plan in your Asbestos Management Plan. However, as a minimum:

- Seal the area off completely. (Lock the area off if possible and post a notice on the door, "No access - Contact ")
- If there is any air movement systems within the premises, shut it off.
- Contact the Asbestos Manager on 07557938966 immediately. Who will arrange for any remedial works / air monitoring.
- Start to complete the "Registration of Disturbances" form, which is in your register (Section 10 in the new style register).

Once the remedial works have been carried out and a clear air test certificate has been issued. Access to the area can be re-opened.

In the event that you are unable to contact the Asbestos Manager, please contact the Civic Centre on 520 5555 and ask for assistance from a building surveyor. Out of hours ring the City Alarm and Emergency Control room on 553 1999.

Central Safety can be contacted on 561 2311.

In the event of a fire (or drill), the asbestos register must be taken outside to show the emergency services.

Commonly Asked Questions.

- **How often should SAMO's undertake inspections of asbestos containing materials?**
The Asbestos Manager will inform the SAMO of how often the inspections should be undertaken.
- **What should a SAMO do if the asbestos containing materials are disturbed or damaged?**
The SAMO should prohibit access to the areas until the Asbestos Manager in Property Services has been contacted and given recommendations.
- **Can employees put up decorations onto asbestos containing materials?**
No decorations should be attached to asbestos containing materials. However, it is understood that some decoration is already attached to asbestos containing materials and these should be left in place.
- **Can a room with asbestos containing materials in the ceiling and wall be painted?**
Yes, as long as the material is not rubbed or sanded down, as this may result in the release of asbestos fibres.
- **Why isn't all asbestos containing materials removed from buildings?**
Because it is safer to leave asbestos containing materials in good condition in buildings. Removing the materials will result in a greater risk to health because of the consequential release of fibres.
- **When will asbestos containing material be removed from my building?**
Asbestos containing materials will be removed if work involves the disturbance of the material e.g. during the refurbishment or dismantling of part of the building or structure.
- **What should a SAMO do if he/she has had no training in use of the register?**
The SAMO should ring the Departmental Co-ordinator who will arrange training.

Form 2Inspection Schedule

Picture	Location	Risk	Inspection Frequency	Date of return
<i>Item 1</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 2</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 3</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 4</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 5</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 6</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 7</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 8</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 9</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 10</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 11</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 12</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 13</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 14</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 15</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 16</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 17</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 18</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 19</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 20</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 21</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 22</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 23</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 24</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 25</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 26</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 27</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 28</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 29</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 30</i>	<i>Gaskets to Boiler Room</i>	<i>Very Low</i>		<i>Removed August 2015</i>
<i>Item 31</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 32</i>	<i>No asbestos</i>	<i>Is present</i>		
Item 33	Gaskets to Gas Room	Very Low	12 monthly	03.02.24
<i>Item 34</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 35</i>	<i>No asbestos</i>	<i>Is present</i>		

<i>Item 36</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 37</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 38</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 39</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 40</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 41</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 42</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 43</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 44</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 45</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 46</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 47</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 48</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 49</i>	<i>No asbestos</i>	<i>Is present</i>		
<i>Item 50</i>	<i>No asbestos</i>	<i>Is present</i>		

Sunderland
City Council

Form 2

Periodic Return

School	
Date of Inspection	
Inspection By (signature)	
Print Name	

Good Practice Guidance:

- Take photographs of ACMs for each inspection and store for future reference
- Compare previous photographs with current condition state to determine whether there has been any deterioration since the last inspection
- Replace missing/damaged asbestos labels/stickers

<u>Ref:</u>	<u>Condition</u>	<u>Action Required</u>	<u>Comments</u>
	Same/change	Yes/No	

Sunderland
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For Office Use Only

Actions Required	
Actions Completed	
Alterations to Register	