



# **Richmond** House

**Social Care Services CIC**

**COSHH Policy**

## **Richmond House Social Care Services**

### **COSHH Assessment Procedure**

This procedure follows The Control Of Substances Hazardous To Health Regulations 1999 (COSHH)

Any substances/product which staff may come into contact with or use as part of their employment must undergo an assessment by the manager.

#### **Do's and Don't**

- Check your work environment upon entry to ensure no potential hazardous substances have been left by other organisations.
- List all hazardous substances that are used in the work place.
- Consider replacing a hazardous substance with a less or non-hazardous one.
- Never decant them from their original container into other containers for storage.
- Always read the COSHH assessment and follow the manufacturer's instructions on the label before use
- Avoid ingestion, inhalation and skin contact of all substances
- Always wear the appropriate recommended personal protective equipment as specified in the COSHH assessment e.g. gloves, aprons etc.
- Never mix substances as this could give rise to hazardous by-products (e.g. bleach will give off chlorine gas if mixed with an acidic cleaner such as Harpic).

- No potential hazardous products should be used if children, young people or vulnerable adults are in the vicinity.

To ensure safety to the children, young people and vulnerable adults who access Richmond House activity centers, all COSHH Assessed products must be kept in a safe, lockable cabinet. Please refer to COSHH risk assessment .