

 Plenty Valley <small>CHRISTIAN COLLEGE</small> <small>In Christ: Wisdom & Knowledge</small>		<h2>OHS - Chemical Safety Policy</h2>	
Document Classification:		Policy	
Version:	1.7	Date:	12 May 2020

Plenty Valley Christian College is committed to providing a safe place of work for staff and students. In particular, the College acknowledges its responsibility to manage the use, storage and transport of chemicals and other hazardous substances for College purposes in a way that ensures the safety of property, the environment and people.

Management priorities

The College will ensure that:

- all chemicals used in and around the College are identified and compiled in a central list.
- any hazardous substances used in and around the College are identified and compiled in a central hazardous substances register.
- chemicals and hazardous substances are only used in compliance with regulations
- all hazards arising from the use of chemicals and hazardous substances in the College are identified.
- a risk management program is implemented to eliminate or minimise chemical and hazardous substance hazards.
- staff and students receive appropriate training in the safe use of chemicals and hazardous substances.
- safety data sheets (SDS) are obtained from suppliers of chemicals and hazardous substances.
- SDS are indexed in a database and are accessible to staff and students.
- all chemicals are labeled clearly and correctly.
- decanted or prepared chemicals are labeled with name, hazards, control, and any appropriate warning label.
- Training is provided to appropriate staff on SDS retrieval, Risk Assessment retrieval and chemical labeling.
- chemicals and hazardous substances are stored and transported correctly and safely in compliance with regulations.
- storage facilities are labeled correctly with appropriate warning placards in compliance with regulations.
- appropriate supervision is provided to staff and students working with chemicals.
- chemical laboratory equipment (e.g. fume cupboards) are maintained in good condition.
- suitable personal protective equipment (PPE) is provided to staff and students who need to work with chemicals.
- the emergency response plan includes procedures to be followed in the event of an emergency involving chemicals (e.g. chemical spill, leak, or explosion).
- first aid kits and areas where chemicals are used regularly (e.g. laboratories) contain appropriate equipment for treating chemical exposure.

Definitions:

A hazardous substance is one that has the potential to harm someone's health. Thousands of hazardous substances, including asbestos and carcinogens, are regulated by the OHS Act. Hazardous substances are classified on the basis of health effects, both immediate and long-term.

DOCUMENT HISTORY & VERSION CONTROL RECORD

Name of Document: OHS - Chemical Safety Policy
Responsible Person: Business Manager
Approved by: OHS Committee
Assigned review period: Quadrennial
Date of next review: March 2024
Category: Community

Version Number	Version Date	Responsible Person Name	Amendment Details
0.1	03/04/2008	B Simmonds	Draft
1.0	30/04/2009	B Simmonds	Finalised
1.1	12/05/2009	Principal	Minor Changes
1.2	20/06/2013	B Simmonds	Approval changed to OHS Committee OHS Committee Minutes 20 June 2013
1.3	11/12/2013	Chairperson OHS Committee	Presented to OHS Committee for approval
1.4	14/02/2014	Chairperson OHS Committee	Reviewed Minor Changes Made Approved by OH&S Committee
1.5	04/09/2014	Chairperson OHS Committee	Change to assigned review period from Biennial to Quadrennial OHS Committee Minutes 7 August 2014
1.6	01/03/2018	Chairperson OHS Committee	Reviewed Minor Changes Made Approved by OH&S Committee
1.7	12/05/2020	Chairperson OHS Committee	Reviewed Approved by OHS Committee

Approved By:

Date:



12/05/2020

Chairperson – OHS Committee