



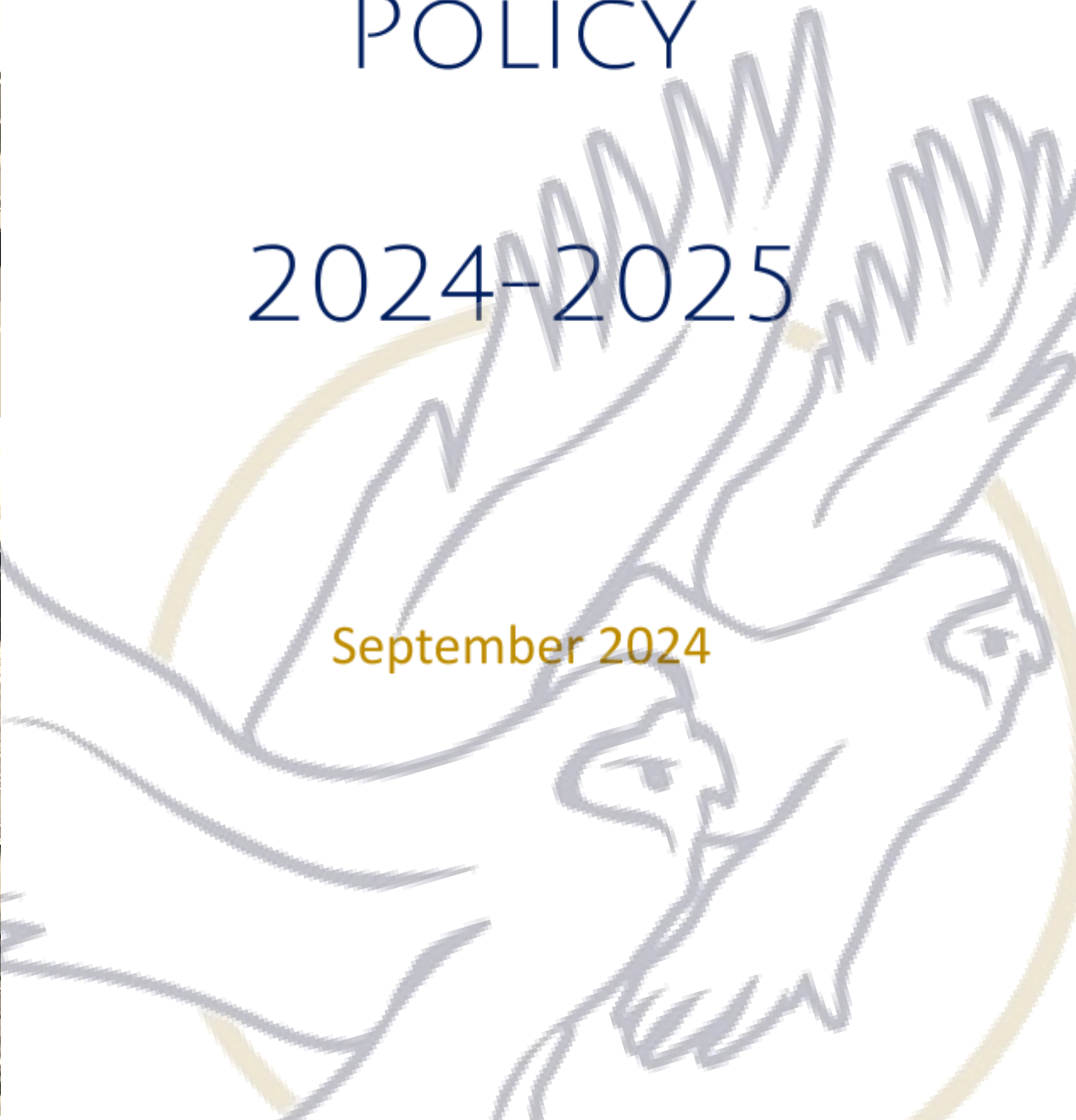
Bengeworth
Multi Academy Trust

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LEGIONELLA DISEASE AND WATER SAFETY POLICY

2024-2025

September 2024



INTENT

No individual should be exposed to Legionella bacteria which is known to be harmful to short and long term health without strict control measures being in place.

Everyone who works for, or undertakes work on behalf of, Bengeworth Multi Academy Trust must adhere to the requirements of this policy.

Everyone who carries out defined building works must be aware of the Water Hygiene control measures in place and always adhere to them.

If a member of staff is appointed as a 'responsible person' it is their responsibility to ensure they are aware of their duties and that they are always capable of undertaking them when required.

PURPOSE

This policy explains the management framework by which Bengeworth Multi Academy Trust is committed, ensuring that, so far as is reasonably practicable, the MAT meets all relevant statutory requirements regarding the general provision of water hygiene and Legionella disease control; and provides a standardised approach for all *employees who are responsible for undertaking water hygiene duties on behalf of Bengeworth Multi Academy Trust.

In the context of this policy, the term "employees" applies to Bengeworth Multi Academy Trust employees, agency workers, consultants, volunteers, visitors and any other persons who may carry out duties on behalf of Bengeworth Multi Academy Trust.

SCOPE

This policy applies to all premises within Bengeworth Multi Academy Trust and includes the maintenance responsibilities.

DEFINITIONS AND ABBREVIATIONS

The definitions & abbreviations found in this policy and arrangements are as follows:

Term	Definition and Abbreviation
Health & Safety at Work Act 1974	General health and safety law covering the employer's responsibility to ensure all water hygiene safety arrangements are in place.
HSE Approved Code of Practice L8 'Legionnaires' Disease, The control of Legionella bacteria in water systems'	This guidance is aimed at duty holders, including employers, those in control of premises and those with health and safety responsibilities for others, to help them comply with their legal duties in relation to Legionella bacteria.

Responsible Person	The Responsible Person shall have responsibility for the development and implementation of the policy corporately, and the allocation of adequate resources for the management of Legionella risk within BMAT occupied buildings.
Site Responsible Person	Is the person with the overall day-to-day responsibility for water hygiene management on that premise/site. This person may be the Premises' Representative or Facilities Manager or Headteacher/Head of School at a school.
Central reporting and recording of incidents	Site Responsible Person to contact the BMAT CEO and Facilities Manager and inform them of / or suspected water hygiene incidents. This process will ensure all relevant persons in BMAT are informed so that appropriate action can be taken.

BMAT WATER HYGIENE STATEMENT

The Trust Board, supported by the CEO, has overall responsibility for ensuring that high standards of health, safety and occupational wellness across the settings/schools are maintained within the Trust schools. This water hygiene statement has been produced in accordance with the Trust's overall commitment to ensure that all health and safety issues relating to water hygiene are adequately managed and controlled.

To support the BMAT's commitment to health, safety and occupational wellness, all employees, agency workers, consultants, volunteers, visitors and any other persons who may carry out duties on behalf of BMAT are required to play their part in effectively implementing and adhering to this water hygiene commitment, to ensure that:

- The Trust remains fully compliant to all relevant legislation and regulations regarding the management of BMAT stored / shared water supplies to minimise the risk of Legionella disease.
- All the multi academy trust water systems, pumped mains and water equipment are maintained in a safe and usable condition in accordance with the Trust's commitments to maintain high levels of water hygiene.
- Water hygiene surveys, which include risk assessments, are regularly carried out by an approved specialist contractor on all multi academy trust premises. Inspection regimes include recording, monitoring, and testing the condition of water systems to ensure they are maintained in a suitable condition to minimise the risk from Legionella bacteria.
- Wherever the Trust's water hygiene inspections report a low standard of water hygiene, measures will immediately be taken to improve the water quality wherever possible. If all reasonable improvement measures cannot sufficiently improve the water hygiene, clear communication and warning signage will be placed accordingly to avoid water consumption.
- Each setting/school will maintain an internal auditing schedule to ensure the multi academy trust is maintaining good standards and complying with legislation and statutory requirements, of which water hygiene management arrangements will be included.
- All incidents resulting from poor water hygiene and /or all near miss incidents that could have resulted in failure to safeguard against Legionella disease must be reported and recorded on the CEO & Facilities Manager. All incidents of poor water hygiene will be investigated, and the findings, recommendations and actions reported to the leadership team at the relevant setting.
- All relevant information, instruction and training on water hygiene is provided to all staff at induction or updated as necessary.

ROLES AND RESPONSIBILITIES

The following specific roles and responsibilities apply to this policy.

Statutory Duty Holder

The Chief Executive is the Statutory Duty Holder and will ensure that, so far as is reasonably practicable, adequate resources are made available to enable the MAT to fulfil its duties under the HSE Approved Code of Practice L8 '*Legionnaires' Disease, The control of Legionella bacteria in water systems*'.

The Statutory Duty holder is responsible for appointing the Responsible Person.

Responsible Person

The Responsible Person (Facilities Manager) will have the responsibility for the development and implementation of the policy throughout the MAT, and the allocation of adequate resources for the management of Legionella risk within MAT's premises.

Deputy Responsible Person

The Deputy Responsible Person (Headteacher/Head of School) must ensure that:

- In conjunction with the Responsible Person, develop and implement training programmes for all Premises Representatives who are likely to plan, manage or implement works that may involve Legionella risk.
- The Deputy Responsible Person is a named individual within the MAT with whom the duty is placed in order to fulfil the MAT's commitment to manage water hygiene and Legionella disease.
- The Deputy Responsible Person will ensure the policy is distributed, available to and implemented by all employees.

Site Responsible Person

The most senior person on the premises with Health and Safety responsibilities is required to:

- Ensure that adequate resources are made available to enable water monitoring to be carried out on the premises for which they are responsible.
- Appoint, in writing, a competent person(s) for carrying out water hygiene monitoring work in accordance with this policy.
- Ensure that sufficient competent person(s) are trained in order to carry out the role.
- Ensure that the Health and Safety arrangements for the premises takes into account the additional responsibilities and arrangements for water hygiene.

Employees

All employees have the responsibility to ensure:

- Their own safety (in BMAT premises or others), the safety of others and the premises in which they work or visit.
- They advise their line manager of any water hygiene or suspected Legionella disease symptoms or diagnosis by a licensed medical general practitioner.
- They raise any Health and Safety concerns over water hygiene with their line manager.

IMPLEMENTATION & DISTRIBUTION OF THIS POLICY

The Statutory Duty Holder will ensure that this policy is fit for purpose, updated as required and available on each setting's network. The Responsible and Deputy Responsible persons will ensure that the policy is adhered to by all BMAT employees and any interested third parties

MONITORING OUR EFFECTIVENESS

To ensure this policy remains effective and appropriate, the MAT board will ensure that:

- Monitoring compliance performance through effective on-going monitoring and measuring of targets is undertaken.
- Compliance improvement plans are monitored, tracked, and reviewed at a local level and at board level.
- The MAT board communicates any monitoring & measuring results to employees and others affected.

SUPPORTING INFORMATION

The principal legislation with which Bengeworth Multi Academy Trust aims to discharge its legal duties are:

- Health and Safety at Work
- The Management of Health and Safety at Work Regulations
- The Workplace (Health, Safety and Welfare) Regulations
- The Construction (Design and Management) Regulations
- School Premises Regulations
- The Health and Safety (Safety Signs and Signals) Regulations

AUTHORISATION

Position	Named Person	Signature
BMAT Chair of Trustees	Andy Martyr-Icke	
BMAT CEO	David Coache	
Facilities Manager	James Cox	

Date: 1st September 2024

Review date: September 2025

Bengeworth

Multi Academy Trust

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