

Hallett Cove R- 12 School Aerosol Policy – Restricted use of aerosols

1. TITLE: Hallett Cove School Aerosol Policy

Revision Record: Document control

<i>Chaired by: Kersten Stengel</i>	<i>Responsible position: Policy Review Committee</i>	<i>Version 1</i>
<i>Contacts: Kersten Stengel, Tracey Reimers</i>	<i>Approved by: HCS staff: HCS Governing Council: 20/03/2018</i>	<i>File: I drive\Policy\Aerosol</i>
<i>Contact person: Kersten Stengel, Tracey Reimers</i>	<i>Date approved: 20/03/2018</i>	<i>Status: Approved</i>
<i>Contact number: 83921020</i>	<i>Next review date: 20/03/2021</i>	<i>Security classification: Unclassified</i>

2. POLICY STATEMENT

Hallett Cove School R to 12 provides a safe and supportive learning environment that supports the rights of all students to learn and all teachers to teach. Staff, parents or caregivers, volunteers and students are expected to work together to create a safe and supportive environment which supports the rights of all students to learn and all teachers to work and teach. Due to the potential health risks of aerosols Hallett Cove School will endeavour to provide an environment that restricts aerosol use and by doing so provides a safe environment for the school community. Supporting the school values are agreed expectations and non-negotiables for students, these include “Be safe – no spray / aerosols”

Definition of Aerosol

The Oxford dictionary definition is:

“A substance enclosed under pressure and released as a fine spray by means of a propellant gas”

3. PURPOSE

The purpose of this policy is to establish and maintain a safe and aerosol restricted learning environment to enable students and staff to work without risks to their health. As a large school community we have a number of staff and students with respiratory conditions which may be aggravated or triggered by the use of aerosols. In addition, aerosol cans are often flammable with a potential to explode or rupture.

4. SCOPE

The Aerosol Policy applies to all staff, students, volunteers and parents at HCS and encompasses all categories of employment including:

- officers of the teaching service
- Public Sector Act employees
- Visitors to the site

5. POLICY DETAILS

5.1 Approved aerosol use

- 6.1.1 The use of aerosols is to be avoided wherever possible.
- 6.1.2 The approved use of aerosols at this site is restricted to the following circumstances, where a risk assessment has been completed and approved by the WHS committee:

- Medical / medicinal purposes e.g., asthma inhalers when used as per medical instructions
- Curriculum use (see 6.1.2)

5.1.3 Curriculum aerosol use

Some aerosol use is permitted where required for curriculum purposes. Before any aerosol is used the following must happen:

- Risk assessment completed by the teacher
- Risk assessment submitted to WHS Committee
- WHS Committee to check and approve (where necessary adjustments may need to be made before approval)
- Risk assessment and activity are then recorded on the school Risk Register and monitored by WHS Committee
- Any curriculum use requires safe operating procedures (e.g., adequate ventilation) as detailed in the risk assessment and a check of all persons in the vicinity for health issues before aerosols are used
- All aerosols must be kept in a cool place and securely out of reach of children/young people except when required for use. This includes approved aerosols and those aerosol cans confiscated under 6.2.1.

5.2 Prohibited aerosol use

5.2.1 Prohibited aerosol use includes but is not limited to:

- Aerosol spray deodorants
- Aerosol spray sunscreens
- Aerosol insect repellents
- Aerosol hairsprays and shampoo sprays
- Aerosol air fresheners and room deodorisers

5.2.2 Students are not permitted to bring any type of aerosol spray to school, including school activities such as camps and excursions. Any aerosols brought to school will be confiscated and a parent / caregiver will be asked to collect the item. Deliberate use of prohibited aerosols will be treated as a risk to health and safety. Use of prohibited aerosols within the school will be dealt with via behaviour management processes.

5.2.3 Aerosol cans found at school with students will be confiscated. If deemed necessary, bag searches will be conducted by school leaders. If a teacher suspects that a student has an aerosol, or if a student is refusing to hand in an aerosol the Year Level Leader may be called to attend and deal with the incident. If they are not available, the teacher may contact the office and request leadership support.

6. ROLES AND RESPONSIBILITIES

School staff will:

- Reinforce importance of aerosol restricted environment
- Monitor student use of personal items such as prohibited spray deodorants
- Complete risk assessments when aerosol use is required to meet the curriculum and ensure safe operating procedures are developed and implemented for approved aerosol use
- Follow directions on the cans to “Keep out of the reach of children”, and require any confiscated aerosol spray can to be collected by an adult and not returned to the student.

Students Responsibilities

- Students are not to bring aerosols to school
- Follow good hygiene procedures by applying deodorants at home after showering
- Students are allowed to bring roll-on deodorants to school
- Students must follow instructions when using aerosol for approved curriculum use
- Repeated offences will be treated as endangering people’s health and safety by wilful disregard of school procedures and will be dealt with as per the behaviour management processes.
- Staff are to encourage good hygiene practices, wearing clean school uniforms and the use of deodorant before leaving home.
- Use of alternatives hygiene products such as roll-on deodorants.

Teaching Staff in particular will support the following:

- Teaching staff must ensure safe working procedures for approved aerosol use
- Provide suitable instructions and supervision of students under taking approved aerosol use

Responsibilities of parents and caregivers.

When enrolling a student at Hallett Cove School, parents or caregivers accept responsibility to:

- ensure that they and the student, are aware of the aerosol restricted policy
- understand the importance of an aerosol restricted environment
- understand that there are some curriculum activities that involve aerosol use and the procedure for this to occur
- support the school’s undertaking that repeated offences will be treated as endangering people’s health and safety by wilful disregard of school procedures and will be dealt with via the school behaviour management processes

7. EVALUATION AND REVIEW

The Aerosol Policy will be reviewed as required by the Policy Review Committee. All aspects will be evaluated by aligning it with the expectations of the DECD policy and the feedback from the school community.