

Legionella Policy

Document Control

Date	Revision amendment details	By whom
Feb 2022	Policy drafted for Ops to recommend to Trust Board	Ops Group
Feb 2022	Policy approved and thereby adopted	Trust Board
Feb 2025	Proposed review date subject to any earlier identified statutory requirement to update	Ops Group

Elliot Foundation Academies Trust Values

1. Put children first

- a. We trust and value your professionalism
- b. We share the responsibility for the learning and welfare of all of our children
- c. Our purpose is to improve the lives of children

2. Be safe

- a. Don't assume that someone else will do it
- b. Look after yourself, your colleagues and all children
- c. We are all responsible for each other's safety and well being
- d. Discuss any concerns with an appropriate member of staff

3. Be kind & respect all

- a. People are allowed to be different as are you
- b. Kindness creates the positive environment we all need to flourish
- c. This kindness should extend to ourselves as well as to others

4. Be open

- a. If you can see a better way, suggest it
- b. If someone else suggests a better way to you, consider it
- c. We exist to nurture innovators and support those who take informed risks in the interests of children

5. Forgive

- a. We all make mistakes
- b. Admit them, learn from them and move on

6. Make a difference

- a. Making the world a better place starts with you
- b. Model the behaviour that you would like to see from others

Definitions

- Where the word 'Trust' is used in this document it refers to The Elliot Foundation Academies Trust.

Related Policies and documents

- Health and Safety local policy and Trust-wide policy
- Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999 (as amended)
- Control of Substances Hazardous to Health Regulations 2002
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
- HSE (2013) Legionnaires' Disease
- HSE (2014) Sensible H&S Management in schools
- DfE (2021) Health and Safety : responsibilities and duties for schools
- Legionella ACoP L8 HSG 274 (Part 2 & 3)

1. Statement of Intent

The Elliot Foundation Academies Trust (TEFAT) has a duty to assess, prevent and control any risks from harmful bacteria, such as legionella, and to implement suitable precautions to ensure the health and safety of staff, pupils and the school community. TEFAT will follow the measures set out in the approved code : HSG 274 Part 2

Legionnaires' disease is a potentially fatal form of pneumonia caused by the inhalation of water droplets infected with the legionella bacteria. Legionella bacteria can occur naturally in lakes, rivers, etc. and in the water systems of buildings, such as schools. The bacteria thrive between temperatures of 20°C and 45°C; however, it can be killed by elevated temperatures or chemical treatment methods. This policy outlines how we aim to mitigate any risks involving legionella bacteria.

2. Routine controls to mitigate risk

- A legionella risk assessment to identify risks and how best they might be controlled
- Avoid water temperatures and conditions that favour the growth of legionella
- Ensure water cannot stagnate in the system by keeping pipe lengths as short as possible, with no deadlegs
- Keep systems and water clean, including fitting lids to tanks
- Treat the water to limit growth of legionella
- Flush infrequently used outlets at least weekly
- Clean and descale shower heads and hoses at least quarterly

3. Roles and Responsibilities

The Trust:

- Appointing a single provider for statutory compliance including all aspects of legionella management including:
 - Production and annual review of site specific legionella risk assessments and written schemes for prevention and control
 - Undertaking and recording routine water quality testing and remediation aligned to the findings of risk assessment and scheme
- Routinely quality assuring the appointed contractor in respect of value for money and compliance
- Providing site managers with training and guidance on implementation of safe processes and procedures
- Monitoring the effectiveness of legionella control measures across the estate
- Reporting cases of legionnaire's disease to the HSE, if necessary
- Investigating and responding to trends in elevated legionella risks

The Academy:

The Principal, who may delegate the function to other appropriate Academy post holders, is responsible for:

- Adopting this policy and approach
- Working collaboratively with the Trust and its appointed specialist contractor
- Monitoring the work of the specialist contractor
- Appointing a designated staff member to understand the systems and equipment and associated risks from exposure to legionella including:
 - Whether water is stored or re-circulated
 - Where there are infrequently used outlets and ensuring that these are routinely flushed on a weekly basis
 - Where there are potential sources of rust, sludge, organic matter etc
- Ensure records are held on site detailing locations, dates and detail of flushing, temperature checks, sampling, cleaning and disinfection/treatment carried out
- Escalating repeat non compliant temperature readings and high risk system configuration to the Trust's Estates and H&S Director