



Chemical (COSHH) Policy

All Saints' Church, Walsoken

Please refer to Church document H&S_Doc_001 for all General Health & Safety requirements

Specific Policy

This Health & Safety (H&S) sub-policy controls the chemicals (substances) used at church

All Saints' Church will Control Substances that are Hazardous to Health (COSHH) by carrying out assessments to comply with the requirements.

The only chemicals that are to be freely available* in the main church building are those purchased as "Domestic products" in supermarkets and are used only for church cleaning. See appendix 1 for the assessment. The use of all other chemicals must be justified or removed and disposed of responsibly. Those chemical justified must be locked away.

* "Freely available" means only.

- 1) One bottle of washing up liquid.
- 2) One bottle of kitchen cleaner.
- 3) One bottle of toilet cleaner.

All other chemicals need to be locked in the cleaning cupboard. Strong bleach must not be freely available in church.

Reference Documents

The Health and Safety at Work Act 1974

Control of Substances Hazardous to Health Regulations 2002

Procedure

The following checklist will control the risks from chemicals (other than domestic products) present or used in any church buildings. Any hazardous substances (chemicals) will have warning symbols on the label, see diagram 1. An assessment must be made for any non-domestic chemical with a hazard symbol.

Obtain information on all the hazardous substances from Safety Data Sheets (SDS) available from the manufacturer, supplier or on the internet.

If it is reasonably practicable, the process using any hazardous chemical must be removed from church, or a safer chemical used.

The assessments must be redone every 3 years or when a new chemical is used.

STEP 1

Identify the hazard. List all the chemicals used or stored at Church that may be hazardous. Assessments of "Domestic Products" will only be carried out once. All those chemicals that are considered "non-domestic" will be subject to the following steps.

STEP 2

What harm can be done to people that may be affected is always the congregation and visitors (and contractors as visitors).

STEP 3

If prevention is not practicable you must adequately control exposure by a combination of the following, for example:

- 1) Hiding all cleaning materials 'out of sight'
- 2) Using as much general ventilation as possible.
- 3) Minimising the chance of spills, leaks, and escapes of the chemical.
- 4) Using PPE.

STEP 4

Those using the chemical must be notified about the risks they may face and the precautions to be taken.

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Forms

Form 1. Chemical (COSHH) Risk Assessment Form.

All Saints' Church, Walsoken		
Chemical (COSHH) Risk Assessment Form		
Chemical (Substance) being Assessed		
MSDS LINK		
What is the Hazard?	What is the harm to users, congregation and visitors?	What controls are in place?
<div style="border: 1px solid black; height: 80px;"></div>	<div style="border: 1px solid black; height: 80px;"></div>	<div style="border: 1px solid black; height: 80px;"></div>
<div style="border: 1px solid black; height: 80px;"></div>	<div style="border: 1px solid black; height: 80px;"></div>	<div style="border: 1px solid black; height: 80px;"></div>
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<div style="border: 1px solid black; height: 80px;"></div>	<div style="border: 1px solid black; height: 80px;"></div>	<div style="border: 1px solid black; height: 80px;"></div>
First Aid Measures		
<div style="border: 1px solid black; height: 80px;"></div>		
General comments about this Chemical (COSHH) Risk Assessment		
<div style="border: 1px solid black; height: 40px;"></div>		

Circle One

Are all risks controlled? Yes No

Assessed by _____

Date _____

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Diagrams

Diagram 1. Hazard warning symbols

There are nine primary hazard symbols relating to COSHH and this section will explain the COSHH signs.



While some of these signs and symbols are self-explanatory or have obvious meanings, others deserve more explanation:

- **Dangerous to the environment** - Chemicals that may present an immediate or delayed danger to aspects of the environment – wildlife, plant life, people, weather systems.
- **Toxic** - Chemicals that at low levels cause damage to health. When the sign includes a T+ in the top left-hand corner, it means chemicals that can cause damage to health at *very* low levels.
- **Oxidising** - Chemicals and preparations that react exothermically with other chemicals – often resulting in combustion. Common oxidizing agents are oxygen, hydrogen peroxide and the halogens.
- **Corrosive** - Substances that can damage or destroy other substances with which it comes into contact by means of a chemical reaction. These can exist as any state of matter, including liquids, solids, gases, mists and vapours.
- **Longer-term health hazards** - This sign indicates the presence of a cancer-causing (carcinogenic) agent or substance with respiratory, reproductive or organ toxicity that causes damage over time (a chronic, or long-term, health hazard).
- **Caution** - Caution relates to slightly less hazardous substances that may not pose an immediate or severe threat to health but should be handled carefully within the workplace.

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Appendices

Appendix 1. Example Chemical (COSHH) Risk Assessment

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Chemical (COSHH) Risk Assessment Form		
Washing up liquid		
MSDS LINK		
What is the Hazard?	What is the harm to users, congregation and visitors?	What controls are in place?
Chemical gets in the eyes	Volunteer congregation users will have serious eye irritation.	This is a domestic product freely available in super markets. Users are expected to have life skills to be able to use it safely. Children or those with special needs will need supervision.
First Aid Measures		
If the chemical gets in your eyes rinse copiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing		
General comments about this Chemical (COSHH) Risk Assessment		

Are all risks controlled? Circle One
Yes No

Assessed by Charles Wilson

Date 28-Oct-25

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