8.11 - The Hadleigh Parkside Pre-School –Legonella Policy

Prepared using the HSE publication Managing legionella in hot and cold water systems.

This policy sets out the control of Legionella in hot and cold water systems in the pre-school, including responsibilities, training, testing and records.

1. POLICY STATEMENT The Pre- School will undertake to ensure compliance with the relevant legislation with regard to the Control of Legionella in hot and cold water systems for all children and staff and to ensure best practice by extending the arrangements as far as is reasonably practicable to others who may also be affected by our activities.

2. THE LAW As legislation is often amended and Regulations introduced, the references made in this Policy may be to legislation that has been superseded. For an up to date list of legislation applying to schools, please refer to the Department for Education website at www.education.gov.uk/schools and the Health and Safety Executive website [www.hse.gov.uk](http://www.hse.gov.uk).

• Health and Safety at Work Act 1974. • Management of Health and Safety at Work Regulations 1999. • Care Standards Act 2000. 3. DEFINITIONS Legionella is a generic term for a type of bacteria which is common in natural and artificial water systems. Legionellosis is the name given to a group of pneumonia-like illnesses caused by Legionella.

4. MANAGEMENT The Pre-School will ensure that:

• Relevant risk assessments are carried out and that control measures are implemented (see below). • Appropriate training is provided (see below).

• The Legionella Competent Person is appointed and carries out his/her tasks as defined below.

• The Pre-School manager is informed of any problems with water or the water system.

• Monitor disinfection procedures where necessary – see Appendix 2.

• Records are kept for each water outlet of flushing and testing and any disinfection procedures. LEGIONELLA COMPETANT PERSON The Pre-School Manager, Chloe Bambridge is the nominated competent person for Legionella on the premises and acts on behalf of the Pre-School to provide the necessary competence to enable Legionella to be managed safely.

In her absence the role reverts to Mica Robinson In addition to this advice will be sought from Vertas

• She is to complete training as defined in the Information, Instructions and Training section (below).

• The Legionella Competent Person will ensure that all periodic and exceptional recording, flushing, cleaning and general Legionella management tasks are correctly completed and recorded in accordance with this policy (Appendix 1).

• He/she will advise the committee/ trustees of any condition or situation relating to Legionella which may affect the safety of any premises users.

• He/she is to work within their level of competence and seek appropriate guidance and direction from the college of teachers and/or the Children’s Services Health & Safety Team as required.

5. GENERAL INFORMATION What is legionella? Legionella bacteria is commonly found in water. The bacteria multiply where temperatures are between 20-45°C and nutrients are available. The bacteria are dormant below 20°C and do not survive above 60°C. Legionnaires’ disease is a potentially fatal type of pneumonia, contracted by inhaling airborne water droplets containing viable Legionella bacteria. Such droplets can be created, for example, by: hot and cold water outlets; atomisers; wet air conditioning plant; and whirlpool or hydrotherapy baths. Anyone can develop Legionnaires’ disease, but the elderly, smokers, alcoholics and those with cancer, diabetes or chronic respiratory or kidney disease are at more risk. HSE’s Legionnaires’ disease page provides information on managing the risks

• Legionella is a generic term for a type of bacteria (legionellae) which is common in natural and artificial water supplies. The bacteria thrive at temperatures between 20°c and 45°c but can be killed by elevated temperatures or chemical treatment.

• The Pre- School stores and distributes hot water above 50°C. Users are protected from scalding by controlling the delivery temperature of hot water from a tap to approx. 43°C by the use of thermostatic mixing valves. Checks are required to ensure that the valves are working correctly (see Health and Safety Policy Annex 4d – Site Inspection and Safe Premises Policy.

• All illnesses due to the legionella species are known collectively as “legionellosis” but the most well-known is “Legionnaires’ disease” which can be serious for elderly people and others with respiratory problems or immuno-deficiency.

• Infection is only a risk when there is inhalation of very fine water droplets that are contaminated with high concentrations of legionella bacteria. Healthy people are unlikely to contract an infection and outbreaks are rare though well publicised.

• Control is normally achieved by suitable design and maintenance of the water system and its associated plant. Additional control is achieved by appropriate storage of water and delivery of water at temperatures which do not allow the bacteria to proliferate. 6. RISK ASSESSMENT Assessment of risk is mostly confined to:

• Monitoring whether control measures are being instigated fully.

• Correct water temperatures are being maintained.

• Engineering measures, such as temperature control valves, are working properly.

7. CONTROL MEASURES To achieve ongoing control of legionella, thorough flushing of the water system is required alongside any engineering controls. Effective control measures will require the school to:

• Monitor any water outlets that are not in regular use.

• Record the flushing of all water outlets.

• Record the temperature of hot and cold water outlets. c. Full details of flushing and testing regimes that need to be carried out can be found in the procedures appendix

1. 8. TESTING ARRANGEMENTS a. Under certain circumstances, for example when there have been alterations or maintenance work to the water system, testing is to be carried out in accordance with Appendix 1. b. Disinfection of the system will be necessary when testing indicates there is a sufficient level of legionella present in the water system to require treatment - see Appendix 2. 9. INFORMATION, INSTRUCTION & TRAINING
2. • The Pre- school will ensure that suitable and sufficient training and information is given to the Legionella Competent Person, and any other member of staff, who has responsibilities for flushing, record keeping and taking temperature readings as required by the appendices. • Notwithstanding the above, the Legionella Competent Person is to complete the Legionella e-learning course
3. • Any new measures that are introduced to control legionella will need appropriate training provision.
4. • The Pre- School will maintain a written record of all instruction and training given to members of staff. Issue date

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| This policy was adopted by | Hadleigh Parkside Pre-school | *(name of provider)* |
| On | March 2024 | *(date)* |
| Date to be reviewed | March 2025 | *(date)* |
| Signed on behalf of the provider |  | |
| Name of signatory | Mica Robinson | |
| Role of signatory (e.g. chair, director or owner) | Deputy Manager | |