#### **Foreward**

ASBESTOS SURVEY REPORT FOR NEW PENSHAW ACADEMY, NEW PENSHAW, SUNDERLAND, DH4 7HY

I have enclosed for your information and retention the most recent asbestos survey (Management) which applies to the property stated above. The purpose of the survey is to identify as far as possible, the materials containing asbestos fibres in your property.

The attached report is divided in sections so as to give as much information as possible, a basic reference section for use by premises managers and a more detailed report for use by contractors on site etc.

#### Plan of the Building and Sample Locations

This contains a plan of the building and identifies where asbestos samples have been taken from.

#### Photographs of Areas Sampled

This section contains photographs of all the areas where samples were taken. These photographs can be used when carrying out the periodic inspections to see if there has been any change or deterioration in its condition.

#### **Survey Information**

This section contains the survey information as printed from the central database held at Land and Property. It describes the type of asbestos present, its location, condition etc. Contractors should be shown this section along with the others when they are shown the register prior to starting any work.

#### **Priority Risk Assessments**

This section contains assessments which have been created using information from the survey and information on your property. This assessment helps to determine how often periodic checks on any asbestos need to be carried out by your Samo.

#### **5 Simple Steps to Asbestos Management**

This section details procedures for managing asbestos in your property. It gives guidance on the register, the inspections, any planned work and what to do when contractors arrive on site.

#### **Commonly asked Questions**

This section covers questions most commonly asked and can be referred to as/when the need arises.

The building has been surveyed as comprehensively as possible, all potentially fibrous materials have been examined and where necessary analysed by competent UKAS accredited analysts and the findings of both recorded in the report.

This report is an important document and must be referred to before any building works are carried out. The report must be kept with your handbook and the checklists completed on a regular basis. You will be reminded when your specific checklists are due for submission.

#### Information for Employees Working in Premises where Asbestos Containing Materials Exist.

Asbestos is made up of fibrous materials, which are flexible, mechanically strong and resistant to stretching, heat and chemicals. As a consequence asbestos has been used extensively in buildings. Examples of asbestos containing materials found in buildings include exterior asbestos cement cladding; gutters and pipes; fireproof sprays on structural steel joists; insulation boards in service ducts and wall partitions; ceiling and floor tiles and pipe and boiler lagging.

Asbestos containing products can produce very small fibrous dust particles, which can not be seen by the naked eye. It is only when these fibres become airborne, due to damage, deterioration, disturbance etc, that there is a risk to health.

# If asbestos is maintained in good condition and is not disturbed or damaged it does not pose a health risk.

The authority has a management system for ensuring that you are not exposed to asbestos containing materials that are in poor condition and may pose a health risk. This system is based on sound principals laid down by legislation and associated codes of practice and guidance.

It is not appropriate simply to remove all asbestos containing materials in buildings. Asbestos materials that are sound, undamaged and not releasing dust should be left alone. Any disturbance to such materials, however carefully controlled, will release fibres and be counter-productive.

Within the building you occupy, your department has nominated a Site Asbestos Monitoring Officer (SAMO). This individual is responsible for inspecting the asbestos containing materials to ensure they are not in a dangerous condition. Should you have any concerns about suspect materials within your premises you should contact the SAMO.

#### Restrictions on use, distribution and publication of the report

We accept no responsibility or liability for the consequences of this document being used for purpose other than for which it was commissioned.

To the extent that the document is based on the information available at the time of writing, Sunderland City Council accepts no liability for any consequences should this report be used for any other purpose If you require any further information regarding the report or its application please contact Caroline Bage, Asbestos Manager on Tel: 07557 938966.

Yours sincerely,

Paul Davies Assistant Director of Assurance and Property Services





Control of Asbestos Regulations 2012

**Asbestos Register for** 

New Penshaw Academy



UPRN: - J200950

TF Ref:

Location of register:-

Premises Manager / Samo: - Tenant

Date: 17 October 2024

**Contact Numbers List: -**

Caroline Bage Asbestos Manager – 07557 938966

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# Plan of Building and Samples Location

Item No.	Sample Ref.	Area Sampled	Location Name	Inspection Frequency
1	NZ000608	Pipework insulation top pipe painted green	Boiler Room Entrance Z1/001	No Risk No Risk
2	NZ000609	Pipework insulation bottom pipe painted green		
3	NZ000610	Debris/Residue to entrance wall	Boiler Room Entrance Z1/001	No Risk
4	NZ000611	Debris/residue to R/H wall	Boiler Room Entrance Z1/001	Low Risk – inspect 6 monthly
5	NZ000612	Debris/residue to floor	Boiler Room Entrance Z1/001	Medium Risk – inspect 3 monthly
6	NZ000613	Debris/residue to pipe penetrations	Boiler Room Entrance Z1/001	Low Risk – inspect 6 monthly Very Low Risk –
7	NZ000625	Pipework lining to insulation viewed within wall penetration extent unknown	Pipework lining to nsulation viewed vithin wall penetration extent	
8	NZ000614	Debris/residue to wall penetration joint above door	Boiler Room Z1/002	Low Risk – inspect 6 monthly
9	NZ000615	Debris/residue to wall penetration joint above window	Boiler Room Z1/002	Low Risk – inspect 6 monthly
10	NZ000616	Debris/residue to entrance wall	Boiler Room Z1/002	No Risk
11	NZ000617	Debris/residue to left hand wall rear of boilers and on cable conduit	Boiler Room Z1/002	No Risk
12	NZ000618	Debris/residue to boiler room rear and right-hand wall	Boiler Room Z1/002	No Risk
13	NZ000619	Debris/residue to floor	Boiler Room Z1/002	No Risk
14	NZ000620	Debris/residue to rear wall brickwork shelf	Boiler Room Rear Z1/003	Low Risk – inspect 6 monthly
15	NZ000621	Debris/Residue to pipework joint throughout	Boiler Room Rear Z1/003	Low Risk – inspect 6 monthly
16	NZ000622	Debris/residue to entrance and left- hand wall	Boiler Room Rear Z1/003	No Risk
17	NZ000623	Debris/residue to rear and right-hand wall including pipework brackets	Boiler Room Rear Z1/003	
18	NZ000624	Debris/residue to floor	Boiler Room Rear Z1/003	No Risk

19	NZ000593	Under sink mat	Staff Room G/004	No Risk
20	NZ000594	Floor covering under carpet	Corridor Staff G/005	No Risk
21	NZ000595	Wall coating to reception end of hall	Main Hall G/009	Very Low Risk – inspect 12 monthly
22	NZ000596	Wall coating to window walls, columns, and headers	<i>v</i> indow walls, olumns, and	
23	NZ000597	Ceiling rope seal to glass windows on extraction unit	Kitchen G/011	Very Low Risk – inspect 12 monthly
24	NZ000598	Toilet Cisterns	Toilets G/019	Very Low Risk – inspect 12 monthly
25	NZ000599	Floor tile with adhesive remnants under carpet	Corridor G/021	No Risk
26	NZ000600	Toilet cisterns redundant	Toilets G/024	No Risk
27	NZ000601	Floor covering	Store Room G/030	No Risk
28	NZ000602	Floor covering	Cloak Room G/031	No Risk
29	NZ000603	Ceiling Tile suspended solid	Classroom 7 G/034	No Risk
30	As NZ000603	Ceiling Tile suspended solid	Store room right hand within Classroom 7 G/035	No Risk
31	As NZ000603	Ceiling Tile suspended solid	Store room left hand within Classroom 7 G/036	No Risk
32	As NZ000603	Ceiling Tile suspended solid	Store room within Classroom 6 G/037	No Risk
33	As NZ000603	Ceiling Tile suspended solid	Classroom 6 G/038	No Risk
34	As NZ000603	Ceiling Tile suspended solid	Classroom 5 G/039	No Risk
35	Presumed	Electrical services cable braiding/insulation	Switch Room G/041	Very Low Risk – inspect 12 monthly
36	Presumed	Electrical services fuses/flashguards conductor within round fuses stored within timber box on wall	Switch Room G/041	Very Low Risk – inspect 12 monthly
37	As NZ000599	Floor tile with adhesive remnants under carpet	Corridor G/045	No Risk
38	As NZ000604	Floor covering under carpet	Corridor G/045	No Risk
39	NZ000604	Floor covering under carpet	Classroom G/047 No Risk	
40	As NZ000601	Floor covering	Store Room Stationery G/050	No Risk
41	NZ000605	Floor tile with adhesive	Cupboard cleaners G/079	Very Low Risk – inspect 12 monthly
42	NZ000606	Ceiling tile	Classroom 1 G/082	No Risk

		suspended solid		
43	As NZ000606	Ceiling tile suspended solid	Classroom 2 G/083	No Risk
44	As NZ000606	Ceiling tile suspended solid	Store room right hand within Classroom 2 G/084	No Risk
45	As NZ000606	Ceiling tile suspended solid	Store room left hand within Classroom 2 G/085	No Risk
46	As NZ000606	Ceiling tile suspended solid	Classroom 3 G/086	No Risk
47	NZ000607	Floor covering under carpet	Classroom 3 G/086	Very Low Risk – inspect 12 monthly
48	As NZ000606	Ceiling tile suspended solid	Classroom 4 G/087	No Risk
49	NZ000628	Damp proof course	External E/001	No Risk
50	NZ000629	Roof flashing to roof top plant room	External E/001	No Risk
51	NZ000630	Undercloak to nursery block	External E/001	Very L <mark>ow</mark> Risk – inspect 12 monthly
52	NZ000631	Window putty seal putty from old frames under modern mastic	External E/001	Very Low Risk – inspect 12 monthly
53	OQ000243	Wall	Classroom G/001	No Risk
54	OQ000244	Wall	Medical/First Aid Room G/002	No Risk
55	OQ000245	Wall	Corridor G/003	No Risk
56	OQ000246	Wall	Corridor Key Stage 1 G/006	No Risk

Environmental clean completed by Rhodar in Boiler House October 2023.

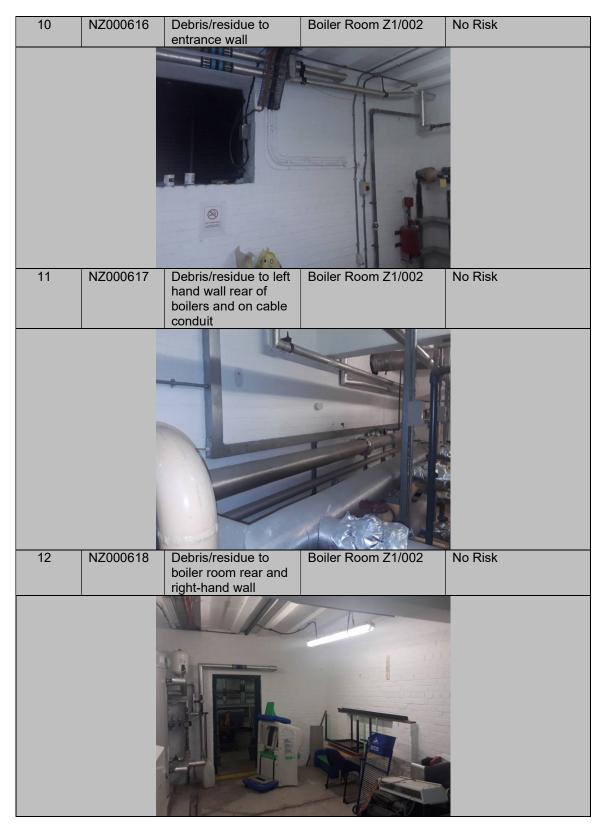
Please note the survey carried out was non-intrusive and any areas not listed above may not have been accessed or had samples taken, should major refurbishment be planned for the property, further investigation will be required.

## Photographs of Areas Sampled











16	NZ000622	Debris/residue to entrance and left- hand wall	Boiler Room Rear Z1/003	No Risk
17	NZ000623	Debris/residue to rear and right-hand wall including pipework brackets	Boiler Room Rear Z1/003	No Risk
18	NZ000624	Debris/residue to floor	Boiler Room Rear Z1/003	No Risk
		A Re		







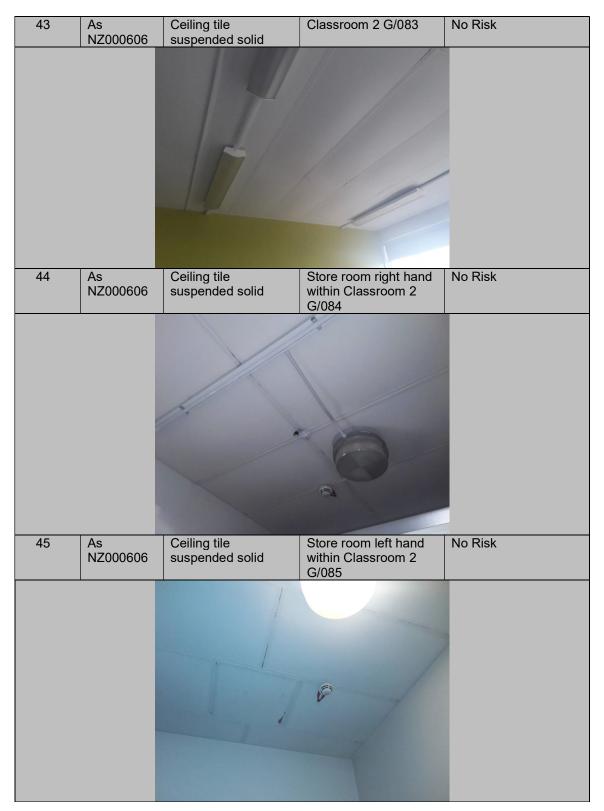
28	NZ000602	Floor covering	Cloak Room G/031	No Risk
			T	
29	NZ000603	Ceiling Tile suspended solid	Classroom 7 G/034	No Risk
		Berganya		
30	As NZ000603	Ceiling Tile suspended solid	Store room right hand within Classroom 7	No Risk
			G/035	

31	As NZ000603	Ceiling Tile suspended solid	Store room left hand within Classroom 7 G/036	No Risk
32	As NZ000603	Ceiling Tile suspended solid	Store room within Classroom 6 G/037	No Risk
33	As NZ000603	Ceiling Tile suspended solid	Classroom 6 G/038	No Risk

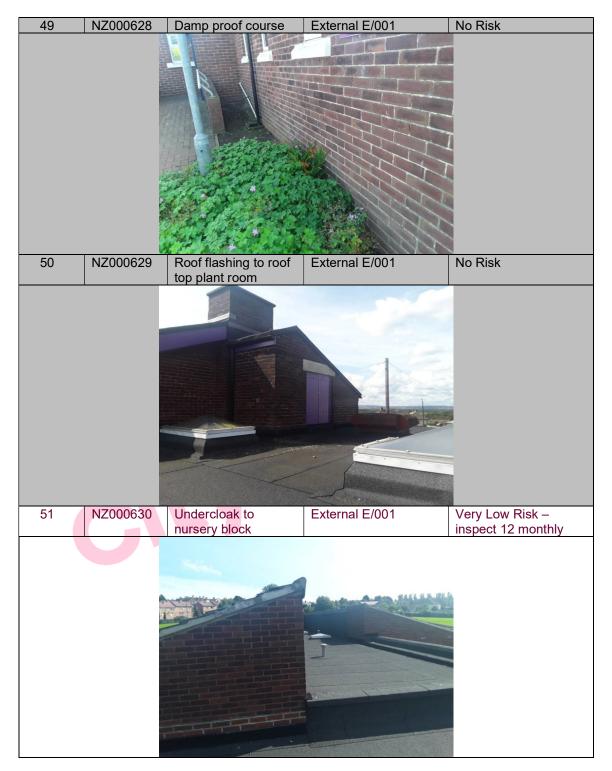
34	As NZ000603	Ceiling Tile suspended solid	Classroom 5 G/039	No Risk
35	Presumed	Electrical services cable braiding/insulation	Switch Room G/041	Very Low Risk – inspect 12 monthly
Ç				
36	Presumed	Electrical services fuses/flashguards conductor within round fuses stored within timber box on wall	Switch Room G/041	Very Low Risk – inspect 12 monthly
	<u>.</u>			

37	As NZ000599	Floor tile with adhesive remnants under carpet	Corridor G/045	No Risk
38	As NZ000604	Floor covering under carpet	Corridor G/045	No Risk
39	NZ000604	Floor covering under carpet	Classroom G/047	No Risk
		tre line		

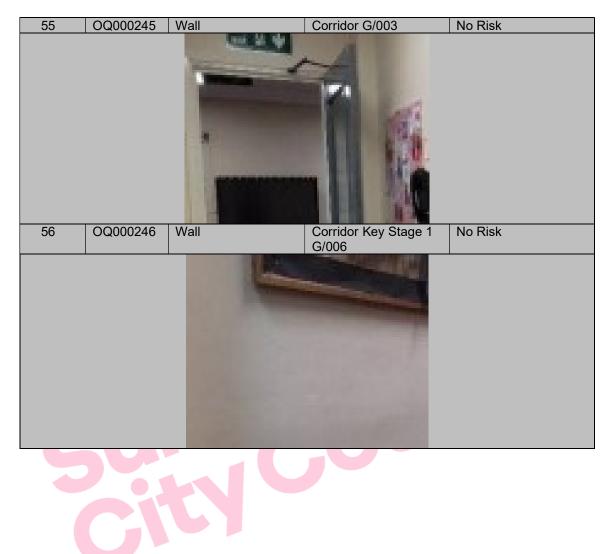




46	As NZ000606	Ceiling tile suspended solid	Classroom 3 G/086	No Risk
47	NZ000607	Floor covering under carpet	Classroom 3 G/086	Very Low Risk – inspect 12 monthly
Ç				
48	As NZ000606	Ceiling tile suspended solid	Classroom 4 G/087	No Risk







#### Five Simple Steps to Asbestos Management

Each property has a nominated site asbestos monitoring officer (SAMO). The SAMO is responsible for maintaining this register and ensuring all necessary personnel are aware of the register including all maintenance, construction and service installers; undertaking periodic inspections and liasing with the Departmental Asbestos Co-ordinator and the Asbestos Manager in Property Services as necessary.

The SAMO's role is very important but this guide is hoped to ensure the requirements are easy and simple to follow.

#### Step 1 – Receiving the Register

The SAMO is the tenant.

And the person is responsible for the register, where it is located and that it is kept up to date.

The register contains a plan of the premises and a photographic schedule of where the asbestos is and what risk is associated.

The SAMO must make all employees aware of the locations and should let any contractors entering the building view the register before any work is started.

#### Step 2 – Periodic Inspections

The SAMO must look at the locations photographed and compare the asbestos now to when the photograph was taken and complete the checklist attached (Form 2).

The checklists are to be completed periodically in accordance with the schedule attached.

Should the SAMO come across some asbestos which has been disturbed, whether during refurbishment works or during the normal course of wear and tear, they should complete Form 4 as far as possible and contact Property Services for advice and remedial action.

In the meantime, they should ensure that access to the area containing the disturbed or damaged asbestos is prohibited until Property Services has made recommendations.

#### Step 3 – Planned Work

All planned works that may disturb or danger any asbestos indicated, should be reported to Property Services using form 3 at <u>least 21 days</u> before the work is due to commence.

#### <u>Step 4 – Contractors on Site</u>

If a contractor arrives on site, the SAMO must :

- a. Make sure they read/view the register
- b. Get contractor to sign register to say he has read it (Form1).
- c. Get confirmation from the contractor that proposed works will not disturb any asbestos areas.
- d. If area is disturbed that was not identified in Register, advise Property Services immediately and complete Form 4.

#### Step 5 – Monitoring the Register

On completion of work get contractor to sign to say they didn't disturb any areas.

If alterations have occurred details should be forwarded to Property Services.

If you, as SAMO, are to leave your post, please notify your Departmental Coordinator to appoint another person and notify Property Services and the front of your register.

In the event of an exposure of asbestos, please refer to your site specific emergency procedures. However, as a minimum:

- Seal the area off completely. (Lock the area off if possible and post a notice on the door, "No access Contact .........")
- If there is any air movement systems within the premises, shut it off.
- Contact the Asbestos Manager on 07557 938966 immediately. Who will arrange for any remedial works / air monitoring.
- Start to complete the "Registration of Disturbances" form, which is in your register (Section 10 in the new style register).

Once the remedial works have been carried out and a clear air test certificate has been issued. Access to the area can be re-opened.

In the event that you are unable to contact the Asbestos Manager, please contact the Civic Centre on 520 5555 and ask for assistance from a building surveyor. Out of hours ring the City Alarm and Emergency Control room on 553 1999.

Central Safety can be contacted on 561 2311.

# In the event of a fire (or drill), the asbestos register must be taken outside to show the emergency services.

Commonly Asked Questions.

- How often should SAMO's undertake inspections of asbestos containing materials? The Asbestos Manager will inform the SAMO of how often the
- inspections should be undertaken.
  What should a SAMO do if the asbestos containing materials are disturbed or damaged?

The SAMO should prohibit access to the areas until the Asbestos Manager in Property Services has been contacted and given recommendations.

• Can employees put up decorations onto asbestos containing materials?

No decorations should be attached to asbestos containing materials. However, it is understood that some decoration is already attached to asbestos containing materials and these should be left in place.

• Can a room with asbestos containing materials in the ceiling and wall be painted?

Yes, as long as the material is not rubbed or sanded down, as this may result in the release of asbestos fibres.

- Why isn't all asbestos containing materials removed from buildings? Because it is safer to leave asbestos containing materials in good condition in buildings. Removing the materials will result in a greater risk to health because of the consequential release of fibres.
- When will asbestos containing material be removed from my building?

Asbestos containing materials will be removed if work involves the disturbance of the material e.g. during the refurbishment or dismantling of part of the building or structure.

• What should a SAMO do if he/she has had no training in use of the register?

The SAMO should ring the Departmental Co-ordinator who will arrange training.

# **INSPECTION SCHEDULE**

ltem No.	Area Sampled	Location Name	Inspection Frequency	Date of Return	Condition Same/change	Action Required Y/N	Comments
1	Pipework insulation top pipe painted green	Boiler Room Entrance Z1/001	No Risk	N/A			
2	Pipework insulation bottom pipe painted green	Boiler Room Entrance Z1/001	No Risk	N/A			
3	Debris/Residue to entrance wall	Boiler Room Entrance Z1/001	No Risk	N/A			
4	Debris/residue to R/H wall	Boiler Room Entrance Z1/001	Low Risk – inspect 6 monthly	19/03/2025			
5	Debris/residue to floor	Boiler Room Entrance Z1/001	Medium Risk – inspect 3 monthly	19/12/2024			
6	Debris/residue to pipe penetrations	Boiler Room Entrance Z1/001	Low Risk – inspect 6 monthly	19/03/2025			
7	Pipework lining to insulation viewed within wall penetration extent unknown	Boiler Room Entrance Z1/001	Very Low Risk – inspect 12 monthly	19/09/2025			
8	Debris/residue to wall penetration joint above door	Boiler Room Z1/002	Low Risk – inspect 6 monthly	19/03/2025			
9	Debris/residue to wall penetration joint above window	Boiler Room Z1/002	Low Risk – inspect 6 monthly	19/03/2025			
10	Debris/residue to entrance wall	Boiler Room Z1/002	No Risk	N/A			
11	Debris/residue to left hand wall rear of boilers and on cable conduit	Boiler Room Z1/002	No Risk	N/A			

12	Debris/residue to boiler room rear and right-hand wall	Boiler Room Z1/002	No Risk	N/A		
13	Debris/residue to floor	Boiler Room Z1/002	No Risk	N/A		
14	Debris/residue to rear wall brickwork shelf	Boiler Room Rear Z1/003	Low Risk – inspect 6 monthly	19/03/2025		
15	Debris/Residue to pipework joint throughout	Boiler Room Rear Z1/003	Low Risk – inspect 6 monthly	19/03/2025		
16	Debris/residue to entrance and left- hand wall	Boiler Room Rear Z1/003	No Risk	N/A		
17	Debris/residue to rear and right-hand wall including pipework brackets	Boiler Room Rear Z1/003	No Risk	N/A		
18	Debris/residue to floor	Boiler Room Rear Z1/003	No Risk	N/A		
19	Under sink mat	Staff Room G/004	No Risk	N/A		
20	Floor covering under carpet	Corridor Staff G/005	No Risk	N/A		
21	Wall coating to reception end of hall	Main Hall G/009	Very Low Risk – inspect 12 monthly	19/09/2025		
22	Wall coating to window walls, columns, and headers	Main Hall G/009	Very Low Risk – inspect 12 monthly	19/09/2025		
23	Ceiling rope seal to glass windows on extraction unit	Kitchen G/011	Very Low Risk – inspect 12 monthly	19/09/2025		
24	Toilet Cisterns	Toilets G/019	Very Low Risk – inspect 12 monthly	19/09/2025		
25	Floor tile with adhesive remnants	Corridor G/021	No Risk	N/A		

	under carpet					
26	Toilet cisterns redundant	Toilets G/024	No Risk	N/A		
27	Floor covering	Store Room G/030	No Risk	N/A		
28	Floor covering	Cloak Room G/031	No Risk	N/A		
29	Ceiling Tile suspended solid	Classroom 7 G/034	No Risk	N/A		
30	Ceiling Tile suspended solid	Store room right hand within Classroom 7 G/035	No Risk	N/A		
31	Ceiling Tile suspended solid	Store room left hand within Classroom 7 G/036	No Risk	N/A		
32	Ceiling Tile suspended solid	Store room within Classroom 6 G/037	No Risk	N/A		
33	Ceiling Tile suspended solid	Classroom 6 G/038	No Risk	N/A		
34	Ceiling Tile suspended solid	Classroom 5 G/039	No Risk	N/A		
35	Electrical services cable braiding/insulation	Switch Room G/041	Very Low Risk – inspect 12 monthly	19/09/2025		
36	Electrical services fuses/flashguards conductor within round fuses stored within timber box on wall	Switch Room G/041	Very Low Risk – inspect 12 monthly	19/09/2025		
37	Floor tile with adhesive remnants under carpet	Corridor G/045	No Risk	N/A		
38	Floor covering under carpet	Corridor G/045	No Risk	N/A		
39	Floor covering under carpet	Classroom G/047	No Risk	N/A		
40	Floor covering	Store Room Stationery	No Risk	N/A		

		G/050				
41	Floor tile with adhesive	Cupboard cleaners G/079	Very Low Risk – inspect 12 monthly	19/09/2025		
42	Ceiling tile suspended solid	Classroom 1 G/082	No Risk	N/A		
43	Ceiling tile suspended solid	Classroom 2 G/083	No Risk	N/A		
44	Ceiling tile suspended solid	Store room right hand within Classroom 2 G/084	No Risk	N/A		
45	Ceiling tile suspended solid	Store room left hand within Classroom 2 G/085	No Risk	N/A		
46	Ceiling tile suspended solid	Classroom 3 G/086	No Risk	N/A		
47	Floor covering under carpet	Classroom 3 G/086	Very Low Risk – inspect 12 monthly	19/09/2025		
48	Ceiling tile suspended solid	Classroom 4 G/087	No Risk	N/A		
49	Damp proof course	External E/001	No Risk	N/A		
50	Roof flashing to roof top plant room	External E/001	No Risk	N/A		
51	Undercloak to nursery block	External E/001	Very Low Risk – inspect 12 monthly	19/09/2025		
52	Window putty seal putty from old frames under modern mastic	External E/001	Very Low Risk – inspect 12 monthly	19/09/2025		
53	Wall	Classroom G/001	No Risk	N/A		
54	Wall	Medical/First Aid Room G/002	No Risk	N/A		
55	Wall	Corridor G/003	No Risk	N/A		
56	Wall	Corridor Key Stage 1 G/006	No Risk	N/A		

#### **Good Practice Guidance:**

**Comments:** 

- Take photographs of ACMs for each inspection and store for future reference
- Compare previous photographs with current condition state to determine whether there has been any deterioration the last inspection
- Replace missing/damaged asbestos labels/stickers

# 

School/Site:	
Date of inspection:	
Inspected by (signature):	
Print Name:	