

CM Sports COSHH Policy	
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1. Statement of Intent

CM Sports recognises its responsibilities under the **Control of Substances Hazardous to Health Regulations (COSHH) 2002**.

We are committed to ensuring that hazardous substances are identified, stored, used and disposed of safely to protect children, staff and visitors.

The safety and wellbeing of children is our highest priority.

2. Purpose

This policy sets out how CM Sports will manage hazardous substances and minimise the risk of exposure.

It applies particularly to cleaning products and other substances that may be harmful, irritant, toxic or corrosive.

3. Hazardous Substances

Hazardous substances may include:

- disinfectants;
- detergents;
- bleach;
- floor and surface cleaners;
- hand sanitiser;
- aerosols or sprays;
- other products identified as hazardous by the manufacturer.

Safety Data Sheets will be obtained where required.

4. COSHH Risk Assessments

COSHH risk assessments will be completed for hazardous substances used within the setting.

Assessments will consider:

- the substance and associated hazards;
- who may be exposed;
- the risks to children, staff and visitors;
- safe methods of use;
- required control measures;
- appropriate Personal Protective Equipment (PPE);
- safe storage and disposal.

Assessments will be reviewed when new substances are introduced, following an incident, or when circumstances or working practices change.

5. Storage

All hazardous substances must:

- remain in their original, clearly labelled containers wherever possible;
- be stored securely in a locked cupboard or designated area;
- be inaccessible to children at all times;
- be kept away from food and food preparation areas;
- never be transferred into unlabelled containers.

Staff must report damaged, leaking or incorrectly labelled containers immediately.

6. Safe Use

Staff must:

- follow manufacturer instructions and COSHH risk assessments;
- use the correct PPE where required;
- never mix cleaning products;
- keep children away from areas where hazardous substances are being used;
- ensure products are safely returned to storage immediately after use;
- deal with spillages promptly and safely.

Where possible, cleaning involving hazardous substances should take place when children are not present.

7. Children's Safety and Safeguarding

Children must never have unsupervised access to hazardous substances.

Staff must remain alert to risks arising from cleaning products, chemicals or other hazardous substances.

Any incident or concern that may affect a child's health, safety or welfare must be reported and managed in accordance with CM Sports' **Health & Safety Policy** and **Safeguarding & Child Protection Policy**.

8. Staff Responsibilities

All staff are responsible for following this policy and relevant COSHH risk assessments.

The Manager or designated Health & Safety Lead is responsible for:

- ensuring appropriate COSHH assessments are in place;
- ensuring hazardous substances are securely stored;
- providing appropriate staff guidance and training;
- maintaining relevant records;
- reviewing procedures following incidents or changes.

Staff must report any COSHH concerns immediately.

9. Accidents and Emergencies

If a child, staff member or visitor is exposed to a hazardous substance:

- the immediate area will be made safe;
- appropriate first aid will be provided;
- medical advice or emergency services will be contacted where necessary;
- parents/carers will be informed where a child is involved;
- the incident will be recorded;
- the COSHH assessment will be reviewed following the incident where appropriate.