

# Combustible Materials Storage and Waste Management Policy

Bridge Barn Farm  
Woodhill Road  
Sandon  
Chelmsford  
CM2 7SG

**Clarity Independent School is committed to safeguarding...**

*"Our school is committed to our whole-school approach to safeguarding, which ensures that keeping children safe is at the heart of everything we do, and underpins all systems, processes and policies...We promote an environment where children and young people feel empowered to raise concerns and report incidents and we work hard in partnership with pupils, parents and caregivers to keep children safe."*

Clarity Safeguarding Policy September 2024

**Written by Debbie Hanson**  
Head Teacher

**This is version [3.1]**  
**Written:** June 2019  
**Mid-Year Update Date:** September 2024  
**Name:** Debbie Hanson

**To be displayed on 1. door of kitchen cleaning materials cupboard and  
2. caretaker's tool kit**

### **Safe Storage**

Please ensure all items in this cupboard are CLEARLY marked.

Any commercial flammable materials must be stored in a flameproof cabinet.

Since Clarity Independent School does not use an amount of flammable materials necessitating a flammable materials storage cupboard, if such materials are used, they must be disposed of immediately and not stored on the premises. This includes flammable leftovers of paints and glues.

Should Clarity need to purchase larger quantities necessitating storage on the premises, they must be labelled clearly with:

**"PLEASE RETURN TO FLAMEPROOF CABINET"**

### **In which case the following apply:**

- Only remove the item and quantity needed, leaving all other items in the flameproof store at all times.
- Please ensure all flammable liquids are returned to this flameproof cabinet immediately.
- Please inform the Proprietor if a larger quantity of a flammable liquid is required so that an additional dedicated flammable liquids store can be sourced and implemented.

### **Waste Control System**

Please dispose of empty containers (paint, flammable solvents, flammable-solvent based adhesives) immediately to prevent accumulation, according to recommendations on [www.hse.gov.uk](http://www.hse.gov.uk).

- Remove lid so container can dry and place in outside black wheelie bin (as recommended by [www.rethinkrecycling.com](http://www.rethinkrecycling.com).)

Partly empty containers can be disposed of according to their specific label or advice on the [www.hse.gov.uk](http://www.hse.gov.uk) website.

Since the whole site is a NON-SMOKING venue, it goes without saying, please do not smoke in this area.



Overall responsibility for Combustible Materials Storage and Waste Management for **Clarity Independent School** rests with the Head Teacher:

Debbie Hanson, Head Teacher