



Empowering Young People

Legionnaire Policy

December 2020

1.0 Policy

HYP is committed to the preventing the spread of Legionnaires ' disease to staff, young people and visitors by setting in place procedures that are proportionate and satisfactory to the charities provision.

1.1 Responsibilities

The overall safety of the site is the responsibility of the Project Manager with specific responsibilities for management and implementation of this policy and procures sitting with the Deputy Manager .

1.2 Potential sources of Risk

Locations of hot water systems:

1. Kitchen – 1 Boiler
2. Men's toilets – hot tap water

1.3 Possible sources of external contamination (sludge, rust, scale, algae, other organic matter and biofilms

1. Water source- Water is supplied by South West Water and is SWW compliant.
2. Hot water systems set above 60 °C 2. All taps run on a weekly basis to flush the system
3. Holding tanks cleaned annually or as required
4. UV filters and particle filters included in the systems

1.4 Record keeping

1. Records will be managed and kept by the Project manager& Deputy Manager and Finance & Administration officer , these will include:

HYP, Humphry Davy Lane, Hayle, Cornwall, TR27 4AR
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**COMMUNITY
FUND**



Hayle Town Council
Konsel an dre Heyl



**BOW
CAF**
Barbara Ward
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Foundation

**The
Elmgrant
Trust**

Charity No: 1124306



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- a. What was checked
- b. Who checked it
- c. Actions carried out
- d. Observations of abnormal, broken or malfunctioning systems are recorded and reported
- e. Dates of checks

1.5 Reporting

Any incidents of Legionnaire's disease need to be reported to the Centre Manager using HYP incident reporting system immediately

This will then reported using the RIDDOR system to the local authority with 48 hours

Project Manager

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