

GLAZING COMPLIANCE
AUDIT ON:
Primary School



**GLAZING COMPLIANCE
AUDIT ON:
Primary School**

On Behalf of:



Main County Borough

Surveyed By: Kevin Rogers

Date: 17th February 2009

INTRODUCTION

This document forms part of a compliance survey carried out on the glazing in the named property. This has been undertaken to comply specifically with the Glazing regulations 1995 and specifically with its wider obligations under the Health and Safety at Work Act.

The Workplace (Health, Safety and Welfare) Regulations 1992 were adopted into law on the 1st January 1996. These regulations form part of the Health and Safety legislation which imposes a general duty on employers to ensure the health, safety and welfare of their employees at work and those who use their premises. They have effectively brought up to date old legislation and require all workplaces (regardless of age) to protect the health and safety of everyone in the work environment. They make explicit what was implicit.

This report deals primarily with Regulation 14, which states:

"Every window or transparent or translucent surface in a wall or partition and every transparent or translucent surface in a door or gate shall, where for reasons of health and safety be of safety material or be protected against breakage of the transparent or translucent material and be appropriately marked or incorporate features, to make it apparent".

In addition to the requirements of the above regulations, this survey takes into consideration glazing that falls into additional categories indicated later in this document. Risk Code 5 is an area of glazing with property specific risks highlighted.

Code 5 includes areas of concerns that the client has recognised as potential risks outside of the minimal requirements of the regulations and considers its obligations under the health and safety at work act.

DURABLE'S APPROACH TO GLAZING RISK ASSESSMENTS

The audit has been based on the observations of trained glazing surveyors who have visited the school.

Where appropriate the thickness and structure of glass has been tested using photometric equipment to provide information on its nature.

Particular notice is taken into account of location, heights and hazards surrounding the glazing in the property.

The prime use of the property is also considered to ensure that the risks can be correctly appropriated to the glazing in place.

In pursuance of compliance there are five basic risk areas that should be recorded:

1. Conduct a "Risk Assessment" of your glazing to determine whether or not there is a risk of injury.
 - a) in a door, side panel close to either edge (in the same plane) of a door (300mm), or gate it is between floor level and shoulder height (1500mm) - **Risk Code 1**
 - b) in internal and external walls and partitions it is between floor level and waist height (800mm). Exemptions include glazing in glasshouses and panes of glass narrower than 250mm width but not less than 6mm thick and not exceeding 0.5 sq m (see Building Regulations 1991 Approved Document N for details) - **Risk Code 2**
 - c) in glazed balustrades - **Risk Code 3**
 - d) in wet areas such as showers and toilets, including mirrors - **Risk Code 4**
 - e) in any other area where the activity or type of person exposed to the glazing deem it to be potentially hazardous - **Risk Code 5**

Risk Code 5 areas highlight property specific risks. These are:

All glazing up to 2m in circulation areas internal and external

All glazing facing playgrounds and sports fields

All glass in sports halls including vision panels and mirrors

All glazing above doors

Glazed panels including sliding glazed screens in reception areas

Display cabinets

Critical windows (old metal windows)

Any other glass that could become a risk due to the use of the room

COST SUMMARY

As can be seen from the audit significant glazing exists in high risk areas that, in accordance with the property specific criteria, are of inappropriate standard.

This can be resolved through the installation of safety film at the following costs:

Primary School

High Risk - £2,933.40

Medium Risk - £577.12

Low Risk - £132.49

Please note:

A minimum order charge of £260.00 + VAT is applicable

A minimum order charge of £150.00 + VAT for any Decothane works applies

All the above costs are subject to an additional cost for access equipment if required at £350.00 + VAT

GLAZING RISK ASSESSMENT

Location of Glazing	Int Ext	No of Panes	Pane Dimensions Width Height	Risk Code	Glass Type	Safety Marked	Compliant Y/N	Film High Risk	Film Medium Risk	Film Low Risk	Replacement Comments
MAIN ENTRANCE DOORS	E	1	23 33	1 H	ASF	Y	Y	£0.00			
MAIN ENTRANCE DOORS	E	1	23 33	1 H	GW		N	£12.12			
MAIN ENTRANCE DOORS	E	2	23 21	1 H	ASF	Y	Y	£0.00			
ABOVE DOOR	E	1	67 21	5 H	GW		N	£22.47			
SIDE PANE	E	1	31 38	1 H	GW		N	£18.82			
SIDE PANE	E	1	31 26	2 H	GW		N	£12.87			
SIDE PANE	E	1	31 38	5 H	GW		N	£18.82			
SIDE PANE	E	1	31 26	2 H	GW		N	£23.62			FILM EXTERNALLY
DISPLAY CASE	I	2	19 22	5 H	ASF	Y	Y	£0.00			
DISPLAY CASE	I	1	19 22	5 H	F4		N	£6.68			
DISPLAY CASE	I	1	19 22	5 H	P		Y	£0.00			
RECEPTION HATCH	I	2	23 29	5 H	F4		N	£21.31			
DOORS TO COURTYARD	E	1	23 36	1 H	ASF	Y	Y	£0.00			
DOORS TO COURTYARD	E	1	23 21	1 H	GW		N	£7.71			
SIDE PANE	E	1	34 42	1 H	ASF	Y	Y	£0.00			
SIDE PANE	E	1	34 27	1 H	ASF	Y	Y	£0.00			
DOORS TO HALL	I	2	20 31	1 H	ASF	Y	Y	£0.00			
DOORS TO HALL	I	2	20 23	1 H	ASF	Y	Y	£0.00			
DISABLED TOILET WINDOWS - NEGLIGIBLE RISK							Y				
MIRROR	I	1	12 18	5 L	MIRROR		N			£9.00	
HEAD TEACHER DOOR	I	1	8 31	1 H	RC		N	£4.99			
HEAD TEACHER'S WINDOWS (LOWER)	E	1	68 27	2 H	ASF	Y	Y	£0.00			
HEAD TEACHER'S WINDOWS (UPPER) - NEGLIGIBLE RISK							Y				
RECPETION DOORS	I	1	8 31	1 H	GW		N	£4.99			
RECEPTION WINDOWS (LOWER)	E	2	41 27	2 H	ASF	Y	Y	£0.00			
RECEPTION WINDOWS (UPPER) - NEGLIGIBLE RISK							Y				
LADIES TOILET WINDOW - NEGLIGIBLE RISK							Y				
MIRROR	I	1	12 18	5 L	MIRROR		N			£9.00	
PPA ROOM WINDOW - NEGLIGIBLE RISK							Y				
STAFF ROOM DOOR	I	1	8 31	1 H	GW		N	£4.99			
STAFF ROOM WINDOWS	E	2	52 24	5 M	F4		N		£39.87		
STAFF ROOM WINDOWS	E	2	54 12	5 M	F6		N		£20.70		
DOOR TO LIBRARY	I	1	8 31	1 H	GW		N	£4.99			
LIBRARY WINDOWS	E	4	32 27	2 H	ASF	Y	Y	£0.00			
LIBRARY WINDOWS FACING PLAYGROUND	E	2	31 24	5 L	F4		N			£23.77	
LIBRARY UPPER FACING COURTYARD - NEGLIGIBLE RISK							Y				
LIBRARY DOOR	I	1	8 31	1 H	GW		N	£4.99			
COMPUTER ROOM DOOR	I	1	8 31	1 H	GW		N	£4.99			
COMPUTER ROOM WINDOWS - NEGLIGIBLE RISK							Y				
CORRIDOR WINDOWS	E	2	41 27	2 H	ASF	Y	Y	£0.00			
CORRIDOR WINDOWS (UPPER) - NEGLIGIBLE RISK							Y				
DOOR TO COURTYARD	E	1	20 35	1 H	ASF	Y	Y	£0.00			
								£174.38	£60.57	£41.77	

PLEASE NOTE:

MINIMUM ORDER VALUE IS £260.00 + VAT

ANY DECOTHANE ORDERED WILL CARRY A MINIMUM ORDER CHARGE OF £150.00 + VAT

GLAZING RISK ASSESSMENT

Location of Glazing	Int Ext	No of Panes	Pane Dimensions Width Height	Risk Code	Glass Type	Safety Marked	Compliant Y/N	Film High Risk	Film Medium Risk	Film Low Risk	Replacement Comments
DOOR TO COURTYARD	E	1	20 23	1 H	ASF	Y	Y	£0.00			
DOOR TO NURSERY	I	1	8 31	1 H	GW		N	£4.99			
NUSERY WINDOWS	E	5	42 27	2 H	ASF	Y	Y	£0.00			
NUSERY WINDOWS (UPPER)	E	5	39 25	5 M	F6		N		£77.86		
NURSERY EXIT DOOR	E	1	24 41	1 H	ASF	Y	Y	£0.00			
NURSERY EXIT DOOR	E	1	24 21	1 H	ASF	Y	Y	£0.00			
TOILET WINDOWS	E	2	30 19	5 M	RC		N		£18.21		
DOOR BY TOILETS	I	1	8 31	1 H	GW		N	£4.99			
CONSERVATORY DOOR AND SURROUNDING GLASS ALL SAFETY AND MARKED							Y				
CONSERVATORY WINDOWS	E	3	31 25	2 H	L	Y	Y	£0.00			
CONSERVATORY WINDOWS	E	3	31 42	5 H	F6		N	£62.39			
CONSERVATORY WINDOWS (UPPER) - NEGLIGIBLE RISK							Y				
DOOR TO CONSERVATORY	I	1	23 33	1 H	ASF	Y	Y	£0.00			
DOOR TO CONSERVATORY	I	1	23 21	1 H	ASF	Y	Y	£0.00			
SIDE PANE	I	1	5 38	5 H	GW		N	£3.83			
SIDE PANE	I	1	5 27	5 H	GW		N	£2.72			
ABOVE DOOR	I	1	42 22	5 H	GW		N	£14.76			
ART ROOM DOOR	I	1	8 31	1 H	GW		N	£4.99			
ART ROOM WINDOW	I	1	32 36	5 L	GW		N			£18.40	
CLASSROOM 2 DOOR	I	1	8 31	1 H	GW		N	£4.99			
CLASSROOM 2 WINDOWS	E	3	41 27	2 H	L	Y	Y	£0.00			
CLASSROOM 2 WINDOWS	E	1	39 24	5 M	L	Y	Y		£0.00		
CLASSROOM 2 WINDOWS	E	2	39 24	5 M	F6		N		£29.90		
CLASSROOM 2 EXIT DOOR	E	1	24 41	1 H	GW		N	£15.72			
CLASSROOM 2 EXIT DOOR	E	1	24 21	1 H	GW		N	£8.05			
CLASSROOM 2 WINDOWS	E	1	42 27	2 H	DG		N	**			
CLASSROOM 2 WINDOWS	E	1	39 25	5 M	F6		N		£15.57		
TOILET DOOR	I	1	8 31	1 H	GW		N	£4.99			
BOYS TOILET	E	1	52 18	4 H	RC		N	£27.43			FILM EXTERNALLY
GIRLS TOILET	E	1	52 18	4 H	RC		N	£27.43			FILM EXTERNALLY
MRS JONES' DOOR	I	2	8 31	1 H	GW		N	£9.99			
MRS JONES' WINDOW	E	2	55 27	2 H	ASF	Y	Y	£0.00			
MRS JONES' WINDOW	E	1	55 27	2 H	F6		N	£23.72			
MRS JONES' WINDOW	E	3	52 24	5 M	F6		N		£59.80		
MRS JONES' EXIT DOOR	E	1	20 37	1 H	ASF	Y	Y	£0.00			
MRS JONES' EXIT DOOR	E	1	20 23	1 H	ASF	Y	Y	£0.00			
MRS JONES' WINDOW	I	1	32 36	5 L	GW		N			£18.40	
DOOR TO HALL	I	2	18 41	1 H	ASF	Y	Y	£0.00			
DOOR TO HALL	I	2	18 21	1 H	ASF	Y	Y	£0.00			
HALL WINDOWS (UPPER) - NEGLIGIBLE RISK							Y				
HALL WINDOWS IN CORNER	E	2	32 25	2 H	ASF	Y	Y	£0.00			
HALL WINDOWS IN CORNER	E	2	32 40	5 H	F6		N	£40.89			
								£261.89	£201.35	£36.80	

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GLAZING RISK ASSESSMENT

Location of Glazing	Int Ext	No of Panes	Pane Dimensions Width Height	Risk Code	Glass Type	Safety Marked	Compliant Y/N	Film High Risk	Film Medium Risk	Film Low Risk	Replacement Comments
HALL WINDOWS IN CORNER	E	2	30 20	5 M	F6		N		£19.17		
HALL WINDOWS IN CORNER	E	2	32 30	5 L	F6		N			£30.67	
HALL DOORS	I	2	8 31	1 H	GW		N	£9.99			
HALL WINDOWS FACING COURTYARD	E	3	54 34	2 H	ASF	Y	Y	£0.00			
HALL WINDOWS FACING COURTYARD	E	3	52 30	5 H	F6		N	£74.75			
MAIN HALL EXIT DOOR	E	2	34 37	1 H	ASF	Y	Y	£0.00			
MAIN HALL EXIT DOOR	E	2	34 20	1 H	ASF	Y	Y	£0.00			
SIDE PANE	E	1	28 40	1 H	ASF	Y	Y	£0.00			
SIDE PANE	E	1	28 24	1 H	ASF	Y	Y	£0.00			
MAIN HALL WINDOWS	E	30	37 29	5 H	F4		N	£514.15			
MAIN HALL WINDOWS	E	20	37 27	5 H	F4		N	£319.13			
MAIN HALL WINDOWS	E	20	37 22	5 H	F4		N	£260.03			
MAIN HALL WINDOWS	E	17	37 40	5 H	F4		N	£401.86			
MAIN HALL WINDOWS	E	17	37 25	2 H	ASF		N	£316.68			R & R SHATTER FILM
DEGRADED FILM ON 2H PANES AS FILMED EXTERNALLY - NEEDS REPLACING							Y				
HALL DOORS TO FIRE EXIT	I	2	20 31	1 H	ASF	Y	Y	£0.00			
HALL DOORS TO FIRE EXIT	I	2	20 23	1 H	ASF	Y	Y	£0.00			
FIRE EXIT DOOR ABOVE DOOR	E	1	60 26	5 M	F4		N		£24.92		
KITCHEN DOORS TO CAR PARK - ALL SAFETY AND MARKED							Y				
KITCHEN WINDOWS - NEGLIGIBLE RISK							Y				
KITCHEN DOORS ABOVE DOOR - NEGLIGIBLE RISK							Y				
MAIN HALL DOOR TO CLOAKROOM	I	2	20 31	1 H	ASF	Y	Y	£0.00			
MAIN HALL DOOR TO CLOAKROOM	I	2	20 23	1 H	ASF	Y	Y	£0.00			
CLASSROOM 1 DOOR (YEAR 4)	I	1	8 31	1 H	GW		N	£4.99			
CLASSROOM 1 ABOVE DOOR	I	1	32 26	5 H	F4		N	£13.29			
STORE ROOM DOOR ABOVE DOOR	I	1	32 26	5 L	F4		N			£13.29	
CLASSROOM 1 EXIT DOOR	E	1	29 37	1 H	ASF	Y	Y	£0.00			
CLASSROOM 1 EXIT DOOR	E	1	29 20	1 H	ASF	Y	Y	£0.00			
CLASSROOM 1 WINDOWS	E	3	78 13	2 H	ASF		N	£61.26			R & R SHATTER FILM
CLASSROOM 1 WINDOWS	E	2	35 13	2 H	ASF		N	£18.33			R & R SHATTER FILM
CLASSROOM 1 OTHER WINDOWS - NEGLIGIBLE RISK							Y				
FIRE EXIT DOOR ABOVE DOOR	E	1	33 23	5 M	F4		N		£12.12		
BOYS TOILET WINDOWS - NEGLIGIBLE RISK							Y				
FIRE EXIT ABOVE DOOR	E	1	26 24	5 L	F4		N			£9.97	
CLASSROOM 2 DOOR	I	1	8 31	1 H	GW		N	£4.99			
CLASSROOM 2 EXIT DOOR	E	1	29 37	1 H	ASF		N	£21.61			R & R SHATTER FILM
CLASSROOM 2 EXIT DOOR	E	1	29 20	1 H	ASF		N	£11.68			R & R SHATTER FILM
CLASSROOM 2 ABOVE DOOR	E	1	34 23	5 M	F4		N		£12.49		
CLASSROOM 2 WINDOWS	E	2	78 13	2 H	ASF		N	£40.84			R & R SHATTER FILM
CLASSROOM 2 WINDOWS	E	2	37 13	2 H	ASF		N	£19.37			R & R SHATTER FILM
CLASSROOM 2 OTHER WINDOWS - NEGLIGIBLE RISK							Y				
CLASSROOM 3 DOOR	I	1	8 31	1 H	GW		N	£4.99			
								£2,097.95	£68.70	£53.92	

PLEASE NOTE:



GLAZING RISK ASSESSMENT

Location of Glazing	Int Ext	No of Panes	Pane Dimensions Width Height	Risk Code	Glass Type	Safety Marked	Compliant Y/N	Film High Risk	Film Medium Risk	Film Low Risk	Replacement Comments
CLASSROOM 3 DOOR ABOVE DOOR	I	1	32 26	5 H	F4		N	£13.29			
CLASSROOM 3 EXIT DOOR	E	1	29 37	1 H	ASF		N	£21.61			R & R SHATTER FILM
CLASSROOM 3 EXIT DOOR	E	1	29 20	1 H	ASF		N	£11.68			R & R SHATTER FILM
CLASSROOM 3 DOOR ABOVE DOOR	E	1	34 23	5 M	F4		N		£12.49		
CLASSROOM 3 WINDOWS	E	2	78 13	2 H	ASF		N	£40.84			R & R SHATTER FILM
CLASSROOM 3 WINDOWS	E	2	37 13	2 H	ASF		N	£19.37			R & R SHATTER FILM
OTHER CLASSROOM 3 WINDOWS - NEGLIGIBLE RISK											
CLASSROOM 4 DOORS	I	2	8 31	1 H	GW		N	£9.99			
ABOVE DOOR	I	2	32 27	5 H	F4		N	£27.60			
CLASSROOM 4 EXIT DOOR	E	1	26 36	1 H	L	Y	Y	£0.00			
CLASSROOM 4 EXIT DOOR	E	1	26 26	1 H	L	Y	Y	£0.00			
ABOVE DOOR	E	1	36 23	5 M	F4		N		£13.23		
CLASSROOM 4 WINDOWS	E	1	78 13	2 H	ASF	R	N	£16.20			
CLASSROOM 4 WINDOWS	E	1	78 13	2 H	ASF		N	£20.42			R & R SHATTER FILM
CLASSROOM 4 WINDOWS	E	1	36 13	2 H	ASF	Y	Y	£0.00			
CLASSROOM 4 WINDOWS	E	1	36 13	2 H	ASF		N	£9.43			R & R SHATTER FILM
OTHER CLASSROOM 4 WINDOWS - NEGLIGIBLE RISK											
PLAYGROUP DEMOUNTABLE											
MAIN ENTRANCE DOOR	E	2	24 40	1 H	ASF	Y	Y	£0.00			
MAIN ENTRANCE DOOR	E	1	24 21	1 H	ASF	Y	Y	£0.00			
MAIN ENTRANCE DOOR	E	1	24 21	1 H	GW		N	£8.05			
ABOVE DOOR	E	2	40 11	5 H	F4		N	£17.72			
ALL MAIN ENTRANCE WINDOWS - NEGLIGIBLE RISK											
TOILET WINDOWS - NEGLIGIBLE RISK											
PLAY AREA WINDOWS (NEAR FIRE EXIT)	E	1	39 26	5 H	F6		N	£16.20			
PLAY AREA WINDOWS (LOWER 4TH FROM END)	E	1	43 14	5 H	F6		N	£9.62			
OTHER PLAY AREA WINDOWS - ALL SAFETY AND MARKED											
DEMOUNTABLE											
MAIN ENTRANCE DOOR	E	1	24 40	1 H	GW		N	£15.33			
MAIN ENTRANCE DOOR	E	1	24 40	1 H	ASF	Y	Y	£0.00			
MAIN ENTRANCE DOOR	E	2	24 21	1 H	ASF	Y	Y	£0.00			
ABOVE DOOR	E	2	38 11	5 H	F4		N	£16.84			
MAIN ENTRANCE WINDOWS - NEGLIGIBLE RISK											
TOILET WINDOWS - NEGLIGIBLE RISK											
CLASSROOM WINDOWS	E	1	43 14	5 H	L	Y	Y	£0.00			
CLASSROOM WINDOWS	E	13	43 14	5 H	F4		N	£125.00			
CLASSROOM WINDOWS	E	1	43 30	5 M	L	Y	Y		£0.00		
CLASSROOM WINDOWS	E	6	43 30	5 M	F4		N		£123.63		
CLASSROOM WINDOWS	E	6	39 26	5 M	F4		N		£97.18		
CLASSROOM WINDOWS (UPPER) - NEGLIGIBLE RISK											
EXIT DOOR	E	1	24 40	1 H	ASF	Y	Y	£0.00			
ACCESS REQUIRED IN MAIN HALL - 14FT TOG											
								£350.00			
								£749.18	£246.52	£0.00	

PLEASE NOTE:

MINIMUM ORDER VALUE IS £260.00 + VAT

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APPENDIX 1 – CODING AND ABBREVIATIONS USED WITHIN THIS DOCUMENT

The following codes have been used within the structure of this document:

Fn - F = Float Glass; n = Thickness in mm

RC - Rough Cast

GWPP - Georgian Wired Polished Plate

GWS - Georgian Wired Safety

GW - Georgian Wired

GWC - Georgian Wired Cast

WG - Wired Glass

L - Laminated

T - Toughened

P - Plastic

DG - Damaged Glass

AF - Solar Film already applied to glazing

ASF - Safety Film already applied to glazing

** This can sometimes be placed in the costing column. If safety film is not an option due to obstruction, type of glass or similar concerns, then this symbol will be placed to indicate the glazing will not meet the relevant standards.

ADDITIONAL COMMENTS

We have identified all glazing as laminated, toughened/heat strengthened or other, but cannot confirm if the glass meets BS6206 unless it has been identified as such.

The surveyors will have noted if installing Safety Film is a viable option and these windows will have a cost allocated against them. If the glazing will not meet the standard and safety film is not an option, then the price column will show **.

Changes within the workplace or building identified within this report can occur at any time following the survey. These changes may alter the accuracy of the report and the safety requirement contained within the details.

It is not unusual for partitions to be removed, new glazing installed or existing glazing replaced with new safety materials. All these points and similar changes should be taken into consideration when ordering works in relation to this survey taking into account the time that may have elapsed since inspection.

INFORMATION

Further information can be obtained through a number of sources.

Via our Website: www.durable.co.uk

Email: mail@durable.co.uk

Contact us directly on: **0118 989 5200**

Please contact us if you would like a free guide to Regulation 14 of the Workplace (Health, Safety & Welfare) Regulations 1992.

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Company registration number: 2423024



Health & safety

- Collision with glass
- When glass breaks
- Internal glass doors and partitions
- Claims culture
- High risk areas
- Spontaneous breakage
- Safety Walk

Blast protection

- Terrorist attack
- Accidental explosions

Security and computer interference

- Break-ins
- Buildings under threat
- Privacy
- Electro magnetic interference

The effects of the sun

- Glare
- Heat gain
- Productivity
- Heat-influenced accidents
- Sun Shielding
- Window blinds
- Conservatories
- Allergies to the sun
- Fabric deterioration
- Fading of valuable items

Energy control

- Energy costs
- Energy loss

Aesthetics

- Glass graphics
- External image
- Autotint
- Muraglass
- Applied graphics with film
- Paint Protection