

# Glazing in Schools

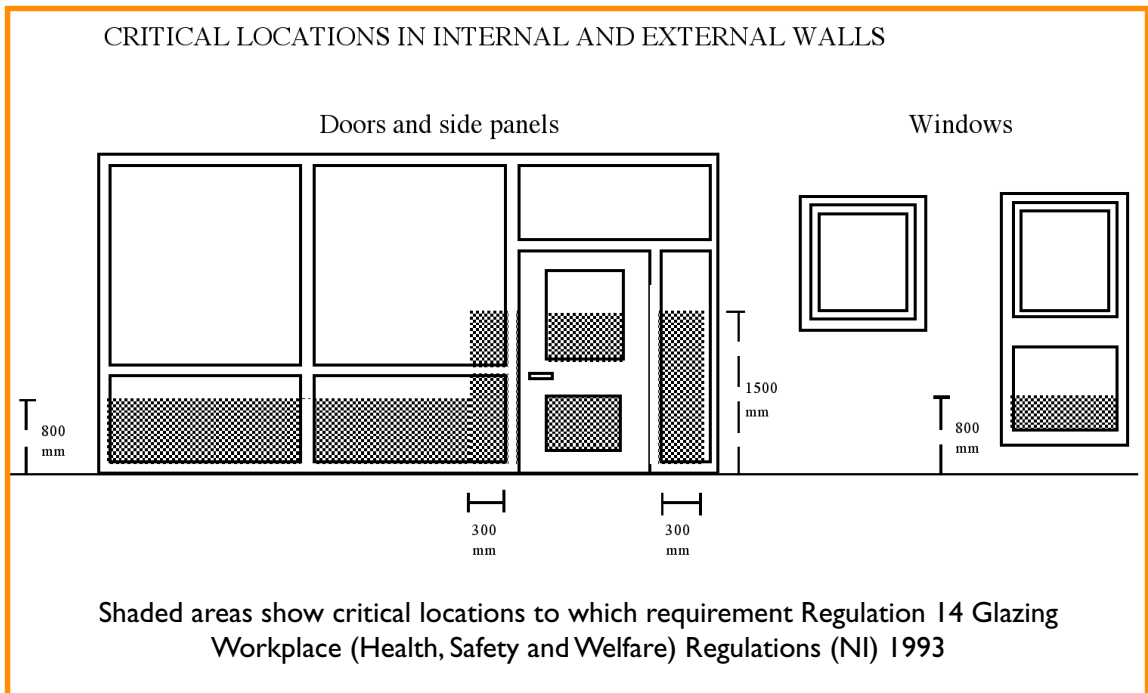
## Introduction

The Health and Safety at Work (NI) Order 1978 requires Employers/Board of Governors to ensure so far as is reasonably practicable the health and safety of those who use their premises. This includes the management of risks arising from glazing in schools.

The requirement in respect of glazing is specified in Regulation 14 of the Workplace (Health, Safety and Welfare) (NI) 1993 Regulations.

The Regulations require that where deemed necessary (see diagram):

- every window or;
- other transparent or;
- semi-transparent surface in a wall, partition, door or gate should, “**where necessary for reasons of health and safety**”, be of a safety material or be protected against breakage; be appropriately marked or incorporate features to make it apparent.



## What do schools need to do?

The Regulations only expect action “**where necessary for reasons of health and safety**”. This means that there is **no** specific need to take action for all glazing within the school.

A risk assessment of windows, transparent/semi-transparent surfaces in walls, partitions, or door is required to be carried out in order to establish whether there is a risk of anyone being hurt if people or objects come into contact with the glazing, or if it breaks.

Governors, as part of their annual inspection regime, should examine glazing in the areas set out in the diagram.

If the risk is negligible, no further action is required.

## If there is a risk what action is required?

If there is a risk then action must be taken to:

- Prevent school users or objects coming into contact with the glazing;
- Upgrade glazing so that if it breaks, it breaks safely;
- Mark large areas of glazing in some way so school users know it is there.

## What action needs to be taken?

The necessary action to control the risk will depend on its **likelihood** and **severity**. Common control measures include:

- Replacement of the glazing with a safer material such as safety glass, strengthened, toughened glass, polycarbonate or thickened annealed glass;
- Modify the glass by applying safety film or make its presence more apparent by marking;
- Re-organise school traffic routes and recreational activities to avoid the risk of glazing being broken;
- Erect suitable barriers or screens to prevent school users coming into contact with the glazing. The strength of the barrier will depend on whom, or what needs to be kept away from the glazing.

## How do schools identify safety glass?

Safety, laminated or toughened glass should have a BS6206 kite mark displayed on the surface. This kite mark is usually situated in one corner of the pane. This mark can sometimes be difficult to identify. **Do not assume that Georgian Wired glazing is safety glazing, it is provided for fire protection. In case of doubt, contact your Board's Maintenance Officer.**

Ordinary annealed glass that meets the thickness in the following table may be regarded as safety glass.

Normal Thickness	Maximum Size
8 mm	1.10 m x 1.10 m
10 mm	2.25 m x 2.25 m
12 mm	3.00 m x 4.50 m
15 mm	Any Size

## Who is responsible for the assessment of glazing?

The condition of external windows in schools is assessed as part of the Property Services condition surveys. The scheme for window replacement is programmed by the condition of the existing provision. If schools identify areas of glazing which are of a high risk or could cause immediate danger, the school should contact either their Maintenance Officer or the Board's Health and Safety Section for advice.

The replacement of broken panes will continue to be the responsibility of the school. Schools, however, should ensure that when replacing glass in high-risk areas, the replacement glass is of a safety material.

## Some examples of areas which would require protection

Low Level Glazing on walls



Glazing on Doors and Panels



Glazing on Internal Doors



Windows facing onto playground - Deemed High Risk due to the type of activity carried out close to glazed area

