

INFORMATION SHEET 2

RPA service for schools and colleges



The Ionising Radiations Regulations 1999

The Ionising Radiations Regulations 1999 (IRR99) require that a radiation employer ensure that radioactive substances are regularly accounted for, used and stored properly, handled safely and also monitored regularly (to check the designation of areas). The radiation employer must also arrange for relevant employees to be provided with appropriate information, instruction and training in radiation protection to ensure their health and safety. The work carried out with radioactive materials in school laboratories means that the radiation employer must always consult, and also in almost all cases appoint in writing a Radiation Protection Adviser. In relation to the meaning of a "radiation employer", each Independent School is likely to be its own radiation employer. Some of the main compliance issues that a radiation employer might need to consider are given below. It is not meant to be a full checklist, as *this can only be determined once an RPA has been consulted for advice and support (see page 2)*.

Radiation Protection Supervisor

In general the regulations require that at least one member of staff at each establishment be appointed as a Radiation Protection Supervisor (RPS). The appointed RPS has responsibility (amongst other things) for confirming that the radiation source safety procedures are being followed correctly and that the sources are being stored safely and accounted for on a regular basis.

Leak tests

It is not uncommon to find that the "cup type" school sources are at least 20 years old, and the physical condition of these do vary considerably. For these reasons the sources should be regularly

leak tested. This work is included under the terms of our RPA contract for schools.

Risk Assessments and Local Rules

In the case of School Academies, each school must draft its own radiation risk assessment and local rules. The school would be provided with assistance with this aspect of the work as it is already included in the RPA service to schools.

Source accountability

The school must keep regular accountability records to show when the sources are moved from the store for teaching purposes or if they are disposed. Similarly regular source accountability records must be kept to show the whereabouts of the sources.

Designation of areas

The radiation employer should check the designation of controlled or supervised areas on a regular basis. This would normally require the use of specialist radiation monitoring equipment, and therefore this aspect of the work would normally be completed by the Radiation Protection Adviser during his school visits.

Environmental Permitting Regulations 2010¹

The above regulations refer to the accumulation, use, storage and disposal arrangements for sources held at education establishments. A review of these requirements is included in the scope of work carried out during the RPA visits.

¹ Environmental Permitting (England and Wales) Regulations 2010 (EPR2010) as amended by the Environmental Permitting (England and Wales) (Amendment) Regulations 2011 and 2012.

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Matters that are covered during an RPA visit to Schools

Issue

Notification to the Health and Safety Executive
 Appointment of a Radiation Protection Adviser
 Appointment of a Radiation Protection Supervisor
 Local Rules/Risk assessment
 Display of local rules/risk assessment
 Contingency plans
 Health and Safety Policies
 Suitability of radiation sources

Source Holding and activities

Radiation monitoring equipment and designation of areas

Storage of sources and location
 Labelling of storage safe/sources
 Source accountability records/movement /disposal logs
 Leak tests
 RPS training
 Training for authorised users
 Training for Students

How audited

Check if letter sent to HSE
 Check if arrangements are in place
 Check if an RPS has been notified
 Check if these have been drafted
 Check availability/displayed correctly
 Check if these have been drafted
 Check if these have been drawn up
 Check that radioactive materials are fit for purpose
 Check if the number of sources and source activities are acceptable
 Check if radiation detector is available and the extent of any designated areas (carry out a radiation survey).
 Inspect arrangements
 Check if correctly labelled
 Inspect the records
 Check if done regularly
 Check level of training received
 Check level of training received
 Check level of training received

Our Schools RPA service

Our RPA service to schools covers all of the issues mentioned in this information sheet. We offer a quick and professional service at a very competitive price. For further details please enquire using the RAPAS web site enquiry form, or by email or telephone.



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