

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", the local authority is likely to represent this role on behalf of each school. 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 Schools, each must obtain a radiation risk assessment and local rules. Each School would obtain the documents through the local authority.

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 visits as arranged with the local authority.

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/Colleges

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 RPA service

Our RPA service 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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