

# FamilyCare

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## Legionella Action Plan

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# Legionella Policy

Implemented/Reviewed: July 2025

Date of Next Review: July 2026



## 1. About this policy

Family Care Group is committed to the minimisation of the risks associated with Legionella in our workplaces at all times. Our first consideration is to Risk Assess and ensure all sites are not at risk of Legionella taking root and causing any infections to any staff or visitors. Our procedures are informed by the Health and Safety Executive's ACoP L8 and HSG274 guidance, which set out practical measures for controlling Legionella in water systems

Competent contractors are appointed to carry out the Risk Assessments for each site and they evaluate all the potential risks and implement actions to reduce the risk of Legionella for the site in question.

## 2. What the Law Requires

The legal responsibilities for managing Legionella risks fall under the Health and Safety at Work etc. Act 1974, the Control of Substances Hazardous to Health Regulations 2002 (COSHH), and relevant guidance including the Approved Code of Practice (ACoP) L8: 'Legionnaires' disease – The control of legionella bacteria in water systems' published by the HSE.

## 3. Company Procedures

It is company policy that the following procedure will be adopted by all staff and sites in managing Legionella.

Training is undertaken by the responsible and deputy persons at each site that manage and Risk Assess Legionella. A written Legionella scheme of control is put into place and reviewed on a regular basis.

All water samplings and checks are undertaken by the responsible personnel on a monthly basis, ensuring they check the hot water above 50 degrees, with weekly flushes for 2 minutes to stabilise the water.

The checks are recorded regularly in the log books to ensure all are documented on Family Care records and systems.

And that any dead legs found are removed from the premise with immediate effect

## 4. Employees Responsibilities

Every employee is expected to give their full co-operation to the company with regard to any controls in place that ensure that the water at all sites is safe for all staff and visitors to use and that

no risk of Legionella forming in any of the water systems.

Any defects or issues with the water systems are reported so the company can resolve them in due course with maintenance contractors.

The Responsible and deputy persons ensure that they are carrying out regular checks, recording them accurately in the log books, and that they follow up on any issues they find with any of the water systems at their sites and carry out the procedures outlined in Company Procedure above.



## **5. Staff Training**

The company will provide information, instruction and training to all responsible and deputy staff in Managing Legionella Risk assessments and Safety Checks. Further training will be given when required, e.g. on any new legislation or methods on recording or carrying out Legionella checks. All training will be delivered in a practical form to ensure that the hazards and risks of Legionella, water checks and controls are clearly understood.

## **6. Monitor and Review**

The company will monitor the effectiveness of this policy by carrying out regular safety audits covering the following:

- The recording of weekly and monthly checks on company recording systems
- The understanding and actions needed for doing Legionella Risk Assessments
- That any defects and issues are followed up on by responsible and deputy personnel
- Understanding of law and regulations on Legionella and what the responsibilities of the responsible and deputy personnel are