



## Review Procedure

Blackheath & Thornburgh Executive Management and the Board will review the policy as required. The review schedule is directed in response to organisational and/or legislative changes and requirements. The review will be undertaken in consultation with employees and other relevant parties. All relevant persons will be made aware of changes made because of the review.

This policy will be reviewed if:

- There are changes in the workplace that may affect the policy;
- The policy is not effective;
- There are legislative changes that affect the policy; or
- There is a breach of this policy.

This policy is reviewed at least biennially.

<b>Document Number:</b>	HR045_01a
<b>Topic:</b>	Use of aerosols and sprays
<b>Approval Authority:</b>	Principal
<b>Responsibilities</b>	Blackheath & Thornburgh College
<b>Last Approval Date:</b>	March 2026
<b>Review Date:</b>	March 2028
<b>Audience:</b>	All employees, volunteers, parents/guardians, contractors and students
<b>Related Policies</b>	Student Code of Conduct Staff Code of Conduct Work Health & Safety
<b>Document Web Links:</b>	
<b>Notes:</b>	

## Purpose

Students and staff at the College may suffer from asthma, severe allergies and anaphylaxis. Aerosols, sprays and perfumes can act as triggers for people who suffer from these conditions, resulting in symptoms such as asthma attacks, headaches, including migraines, and in extreme cases, anaphylactic shock. In addition, aerosols can be dangerous as they contain flammable liquids and can also cause harm if inhaled.

For these reasons, **aerosols and sprays are banned from the College premises** and are prohibited at all excursions, after school activities and sporting events.

## Scope

This policy applies to employees, students, parents/guardians and volunteers working on the College site.

## Student and staff responsibilities

Students and staff are encouraged to observe good hygiene practices including showering regularly, wearing clean uniform and applying deodorant before attending school. Roll-on and stick deodorants are permitted for use at the College.

Students and staff are encouraged not to wear strong scented deodorants, perfumes or colognes.



If students and/or staff are affected by aerosols or sprays, they should seek medical assistance at the administration office and notify their teacher or the Head of Department.

### **Confiscation of aerosols, sprays and perfume bottles**

For safety reasons, if a teacher is aware that a student has an aerosol or spray bottle in their possession, the following procedure will occur:

- The teacher will request that the student hand them the aerosol or spray bottle. If a student refuses to hand over the aerosol or spray bottle, the teacher will follow school disciplinary procedures
- The teacher will secure the aerosol or spray bottle at the administration office, at the first available opportunity, writing the student's name and year level details on an attached post-it note. The teacher will also create a record of the incident in the school management system
- If deemed appropriate in the circumstances, the teacher will notify the student's parent/guardian of the incident by phone call or letter
- Students can collect their aerosol or spray bottle from the administration office after 3pm

### **Action if aerosols, sprays and perfumes are used**

Use of an aerosol, spray or perfume can cause injury to others and may result in disciplinary action, which, depending on the circumstances, may include suspension or expulsion.