
ABBOTS WALK

Reference: BLUE SKYE GUTTERING 002

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Job Role: Director

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1.0 Method Statement

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1.0 Method Statement

Project: ABBOTS WALK

Reference: BLUE SKYE GUTTERING 002

Site Address:

10-11-12

ABBOTS WALK

READING

RG13HW

Client: BLUESKYE GUTTERING

Principal Designer: BLUE SKYE GUTTERING

Principal Contractor: BLUESKYE GUTTERING

Start date: 08 Sep 25

End date: 30 Oct 25

Works Supervisor: G REID

Works Supervisor phone: 07816991867

1.1 Scope of works

ERECTION OF INDEPENDENT TG2021 COMPLIANT SCAFFOLDING TO THE FRONT ELEVATION ONLY

1.2 Personnel involved in this project

The following persons will be working on site throughout this project:

- TBC

1.3 Training & Competence

All Company operatives are competent and sufficiently trained to carry out the tasks that are required as part of the project. Copies of individuals training certificates are available upon request

1.4 Legislation

Associated legislation:

- Construction (Design and Management Regulations) 2015.
- Environmental Protection Act 1990.
- First Aid at Work Regulations 1981.
- Health and Safety at Work Act 1974.
- Health and Safety (Signs and Signals) Regulations 1996
- Management of Health and Safety at Work Regulations 1999
- Personal Protective Equipment at Work (Amendment) Regulations 2022
- Provision and Use of Work Equipment Regulations 1998.
- Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013.
- Work at Height Regulations 2005

1.5 Access arrangements

All company operatives and sub-contractors will be inducted in before commencing with work on site. Access and egress from the site shall be via the designated entrance and exit routes provided by the Principal Contractor. The Site Manager or Delegate will be informed of any problems with access & egress routes should they arise.

Upon arrival, all company operatives and sub-contractors will sign in at the Site office (or other designated area) before accessing the working area. Before leaving the site, all company operatives and Sub-contractors will sign out.

1.6 Tools and equipment

All tools and equipment utilised throughout the project shall be in good working order and inspected according to any relevant statutory provisions explicitly placed upon the tool or equipment. The Accompanying risk assessment shall identify the control measures that all employees and contractors shall adhere to safely operate company (Including hired) tools and equipment while on site.

The use of specialised manual handling aids shall only be undertaken by trained and competent personnel who have received suitable information, instruction and training in the use of the equipment.

If any tool or item of equipment is found to be impaired or not suitable for the task for any reason, it shall be removed from service and a suitable alternative sourced.

1.7 Waste Management

In the event of any environmental incidents, including spillages, the Site Manager or Delegate must be informed immediately – Details of the actions to take in the event of an environmental incident shall form part of the initial site induction.

Before commencing with the work activity, a suitable route for transportation must be determined and understood by all members of the work party.

When transporting waste through internal thoroughfares, care shall be taken to ensure that interior surfaces are not contaminated or damaged by waste materials.

When handling waste, PPE is required according to site rules, or the specific COSHH assessment (If applicable).

All waste materials are to be deposited into the correct type of skip &/or waste bin according to the site waste management plan.

1.8 Hazardous waste

All hazardous waste generated on-site is disposed of according to the Site waste management plan - Any hazardous waste disposed of shall be reported to the Site Manager and the Site waste log completed as required.

Hazardous waste shall not be deposited into other waste skips under any circumstances.

All sharps shall be deposited into an appropriate type of bin for sharps manufactured according to BS EN ISO 23907. All sharps bins shall be secured at all time with any openings locked closed during transit.

1.9 Emergency procedures

Development and implementation of site emergency procedures is the responsibility of the Principal Contractor. Details of site emergency procedures are within the Construction phase plan.

Instruction and information related to site emergency procedures will take place during the site induction which all personnel are required to attend. In the event of uncertainty, all site operatives should discuss with the Site Manager or Health and Safety Representative.

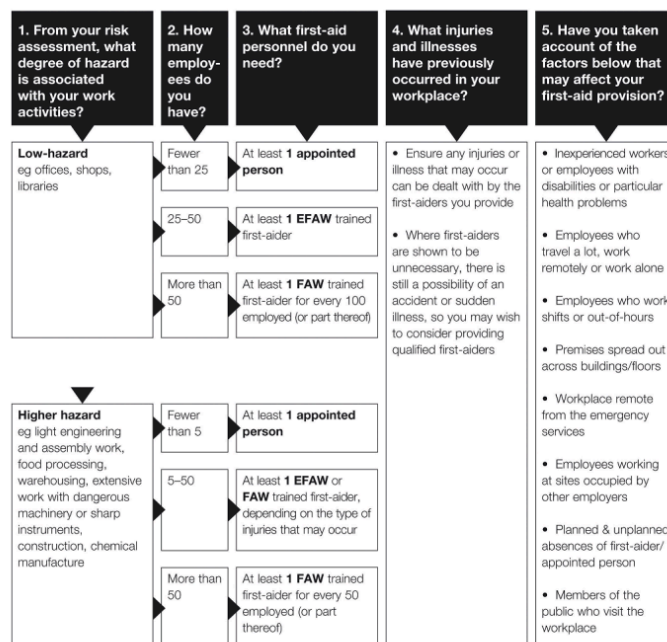
If any of the site emergency procedures change, all operatives shall be informed of the changes in a timely manner to ensure they are up to date.

1.10 First aid provision

All operatives shall refer to the onsite safety notice board for all first aid information, the location will be shown to operatives on the site induction. The Principal Contractor shall be responsible for the sites first aid provisions.

The quantity of site first aid boxes shall be proportionate to the number of operatives on site and stocked with contents according to BS 8599-1 unless a first aid assessment dictates otherwise. If the needs assessment has identified that first-aiders may have to manage life-threatening bleeding, we will ensure the training provider covers this on a FAW course for our operatives

The quantity of first aiders shall be according to the First Aid at Work Approved Code of Practice document L74 (details below)



First aiders on site guidance (Quantity)

1.11 Welfare provision

Provision of welfare arrangements on site is the responsibility of the Principal Contractor.

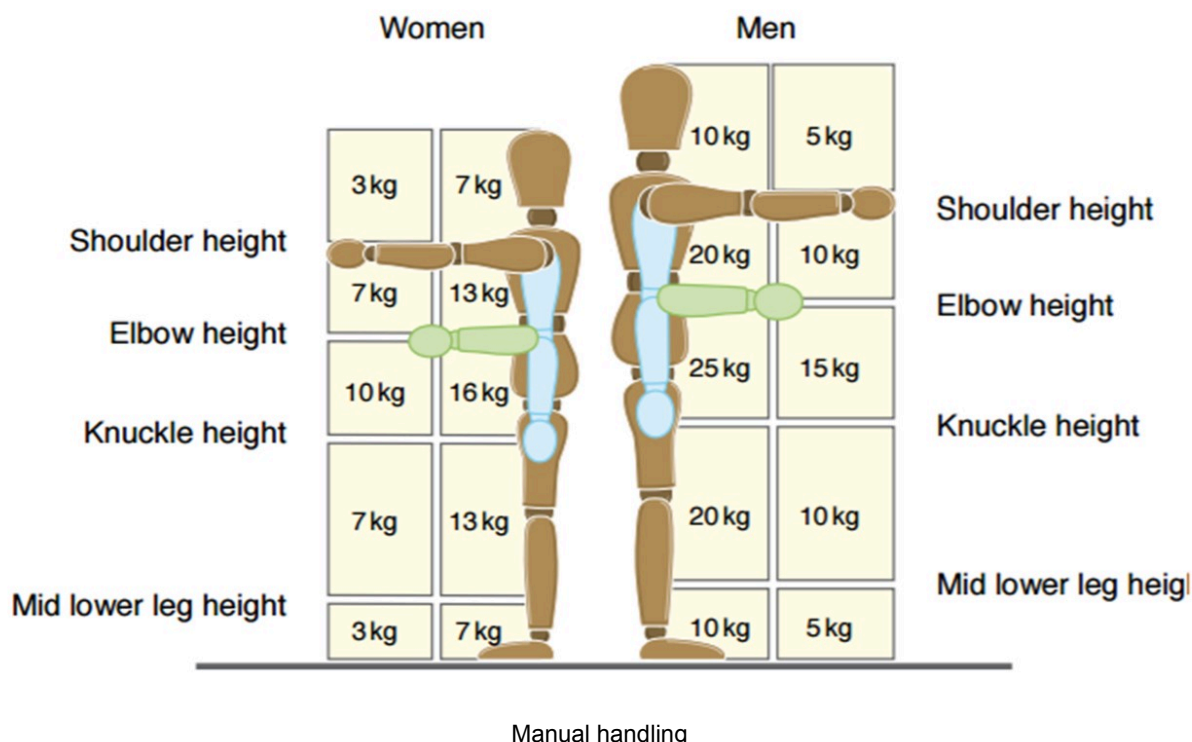
All welfare facilities shall be compliant with Schedule 2 of the Construction (Design & Management) Regulations - this includes the provision, as a minimum, of the following:

- Toilets (Including female facilities where required),
- Washing facilities,
- Clean, wholesome drinking water,
- A suitable supply of cups, drinking vessels or a water fountain,
- Arrangements for the provision of boiled water,
- Changing rooms and lockers,
- Heating,
- Rest facilities,
- Drying facilities.

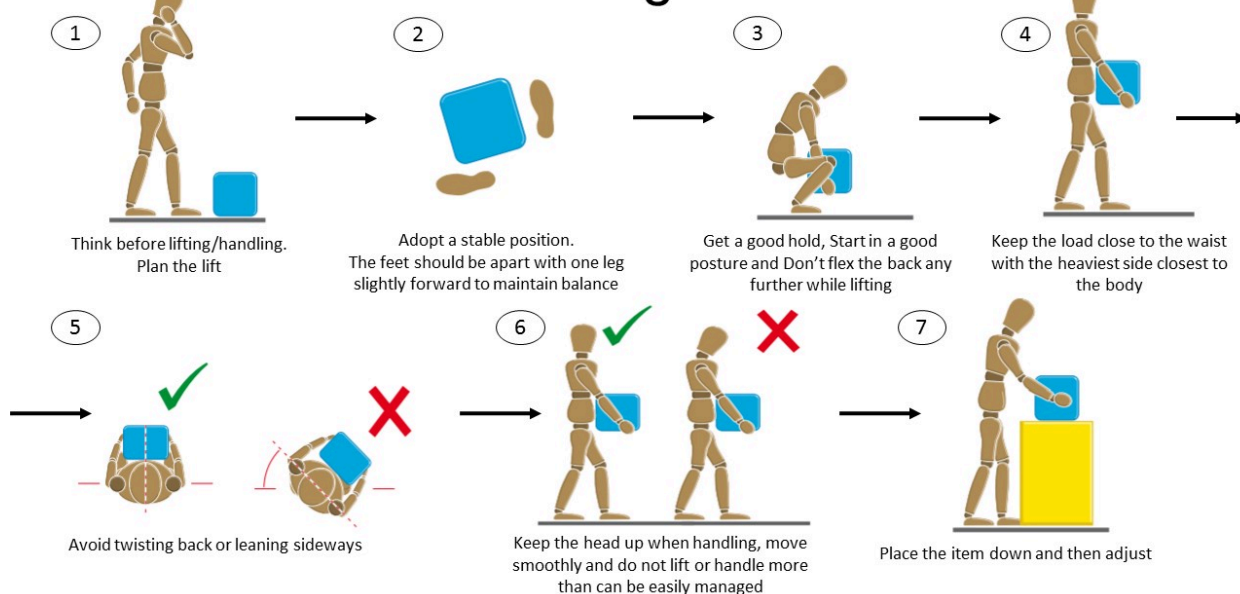
All welfare facilities on site are required to be safe and hygienic.

1.12 Manual handling

All company operatives are given suitable and sufficient information, instruction and training to carry out their Manual Handling duties. Where possible, all equipment and materials shall be transported using mechanical means. Where equipment and materials are to be lifted and carried, all company operatives shall adopt kinetic lifting methods as depicted below:



Kinetic lifting methods



Kinetic Lifting techniques

1.13 PPE requirements



Head protection
(En 397)



Protective
Footwear (Bs en
iso 20345)



Hi Visibility
Clothing (Bs en
471)



Safety Harness
(EN 361)

1.14 Specific PPE requirements

Standard PPE

All PPE required for site work shall be provided and used at all times by the Company's Staff and Contractors. While on site, all staff shall be required to wear the above PPE at all times.

Task-Specific PPE

Details of all specific PPE requirements required out-with the standard identified above is within any accompanying COSHH assessment or specific risk assessments contained within this document.

In the event of additional PPE is required that is not considered standard (as highlighted above or within the supporting risk assessments), these shall be provided by the Principal Contractor who will also be responsible for the provision of suitable information, instruction and training as required.

1.15 Amendments and Authorisation

In the event of changes from the proposed work scope, the job will be stopped and re-assessed.

The Works Supervisor will notify the Company Director (or delegate) and Site Manager and inform them of the changes to the workscope.

If required, the RAMs document and other safety related documentation will be edited as necessary to reflect a significant change and re-submitted to the Site Manager or Delegate for approval.

2.0 Sequence of Works

2.1 Rescue Plans

2.1.1 Rescue without rescue equipment

- The first priority **MUST** be to recover the suspended operative from suspension as quickly as possible, without endangering, unnecessarily, the safety of the rescuer(s) or the casualty.
- Inform the Emergency Services and Site Management as soon as practicable to make them aware that there is an emergency situation and to request assistance.
- If the suspended Operative is conscious, determine whether they can recover themselves and highlight potential areas where the Operative can use to climb back to the work location.
- Encourage the Operative to keep all four limbs moving to aid blood circulation, by flexing the leg muscles. – Transferring body weight from one side to the other and to make use of foot support straps, if available.
- If safe to do so, commence with erecting a safe platform adjacent to the casualty.
- Operative performing the rescue should now clip-on to a guardrail, ledger or other suitable anchorage point, and assist them to get onto the working platform.
- If the casualty is unconscious, then they must be manoeuvred manually on to the platform.
- If the lift is a not boarded, then the rescuer(s) should create a temporary platform a minimum of 4 boards wide, to facilitate the rescue. Where guardrail protection is not provided the rescuer(s) must be clipped on at all times.
- Once the casualty is on a safe platform, their fall arrest equipment can be released or the lanyard cut from the anchor point to which it is attached, if it is safe to do so.
- If conscious and mobile, the casualty should be seated in an upright position until fully recovered.
- If unconscious or semi-conscious, the casualty is best managed in the traditional recovery position and steps taken to ensure their airway is open
- Where possible, the remaining Operative(s) should assist the emergency services by providing safe access to the casualty e.g. positioning a ladder, installing temporary guardrails, securing the platform boards etc.

- The Emergency Services should then make their way to the casualty to administer treatment and make an assessment as to their condition before deciding on the next steps to be taken to get the casualty to ground level, using either the site emergency response team, or the external emergency services.
- When an operative has suffered a fall, and is suspended in their harness, the suspension time should be kept to a minimum by getting the person back to a position of safety as soon as possible.
- Following any suspension where a Operative has been rescued and is fully conscious and mobile:
- If the operative has been rescued promptly by his colleagues, or has self-rescued and no injuries were sustained before, during or after the fall; and provided there was no medical reason for the fall ie a seizure or other sudden loss of consciousness then there is no need to detain them, call an ambulance or refer them to hospital. However, the operative should be seen by a first aider who may advise them to avoid standing and to sit down for a while until satisfied they have fully recovered (max 30 mins).
- Or
- If the patient is unconscious or semi-conscious, they are best attended by a competent first aider who should ensure that the emergency services are called immediately. They should then ensure the airway is open, the patient is breathing and only then place the patient in the traditional recovery position until the emergency services are in attendance.

2.2 Scaffolding

2.2.1 Erection of non-complex scaffold.

- AN ASSESMENT OF GROUND CONDITIONS SHALL BE MADE PROIR TO ERECTION OF ANY SCAFFOLDING
- All scaffolding to be inspected every 7 days and in adverse weather conditions
- All tie holes to be BEST matched and approved by contractor once filled on completion
- NON-COMPLIANCE will be dealt with by permanent removal from site and ESSEX ACCESS will initiate disciplinary procedures, If you see anything on site that you think is not SAFE (make it safe if it is possible to do so without putting yourself in any danger) Then please report it immediately
- PPE shall be worn in accordance with the risk assessment requirements.
- TG20 compliance sheet (Or equivalent) to be reviewed by all members of the Work party.
- A review of the method Statement and rescue plan will be delivered by the Lead scaffolder and all members of the Work party shall be present.
- Materials the marked out in accordance with the sizes identified within the compliance sheet.
- Base plate to be located on sole board or 'Grippa pad' as required.

- Standards shall stand centrally onto a base plate.
- Manual handling methods of scaffolding equipment and materials shall be in accordance with SG6.
- Materials to be selected with consideration into the staggering of joints within each bay.
- The standards shall be placed to the designated bay spacing as identified on the accompanying compliance sheet.
- The kicker lift is erected at 150mm above deck level using right angle couplers to connect standards to transoms and ledgers
- Fall arrest equipment is inspected and donned by all Scaffolders required to work at height.
- The first lift is then erected ensuring that all joints within ledgers are staggered.
- Temporary ledger bracing is utilised to 'plumb' the first lift from the kicker lift.
- Ledgers are placed in order to provide a staggered joint arrangement between bays & lifts connected to the upright by a load bearing couplers.
- Façade bracing is installed to 'plumb' the standards.
- Main transoms are placed across the ledgers within 300mm of uprights secured using single couplers.
- The standards adjacent to the ledger bracing should now be made 'plumb' using the opposite standard as an anchor point.
- Intermediate transoms are required on a fully boarded lift at a maximum distance of 1.2 meters; secured with single couplers.
- Board end transoms are distanced between 50-150mm from the end of each deck of boards to provide continuous support throughout the working lift.
- The base lift will then be tied using anchorage system into the façade of the building.
- Every other standard will be fitted with a tie in accordance with the tying patterns within TG20.
- Additional lifts shall be undertaken using the methods above and ensuring compliance with SG4 throughout the task.

2.2.2 Dismantling of scaffolding

- PPE shall be worn in accordance with the risk assessment requirements.
- Storage area for materials to be reviewed by all members of the Work party and agreed.
- All potential drop zones are to be secured by means of barriers with appropriate signage to prevent unauthorised access.
- Fall arrest equipment is inspected and donned by all Scaffolders required to work at height.
- Dismantling will then commence in accordance with SG4.

- Materials will be passed down to each boarded level to operatives and securely stored pending transportation to lower levels as part of a chain.
- All scaffolding materials shall be secured at all times whether in storage pending removal or still fixed to the external structure.
- As stripping continues, all operatives shall ensure 100% tie off and connect to the highest available transom or ledger prior to lowering to the lift below.
- Once on to the lift below working boards shall be placed to provide a fixed platform.
- Scaffolding operative to then take note of any lapped boards to ensure that they are aware of additional tripping hazards at that level.
- All lifts to be fully boarded when dismantling.
- The previous working lift can then be dismantled in the same manner as the previous lift/s.
- Materials will be removed as work progresses.
- Materials will then be loaded to the Lorry and removed from site at the end of shift or completion of the job.

3.0 Risk Assessment

Risk Matrix

The hazards and associated risks with this activity have been identified and given a scored rating using semi-quantitative risk assessment methodology.

The risk assessment ratings are a subjective estimate based on the knowledge of the assessor and identify the level of risk without controls and also the level of residual risk once the control measures have been implemented.

To calculate risk rating, and residual risk rating you should multiply the Likelihood (1-5) by the Potential severity of injury (1-5) as depicted below.

Likelihood of injury	4	Low risk	This level of risk is acceptable to the company. Proceed with caution and stop the job if anything changes.
	x		
Severity of injury	5	Medium risk	This level of risk is acceptable to the company if it cannot be reduced further following a review by an Authorised Person within the company.
	=		
Risk/Residual risk	20	High risk	This level of risk is unacceptable and additional controls are needed to reduce the overall level of risk to an acceptable level.

Severity of injury	Likelihood of injury					
		1 Remote	2 Unlikely	3 Possible	4 Probable	5 Certain
	Negligible injury such as bruises and abrasions	1	2	3	4	5
	Minor Injury requiring first aid treatment	2	4	6	8	10
	1-7 day absence from work injury	3	6	9	12	15
	Regulatory reportable injury, disease or event	4	8	12	16	20
	Disability, fatality or injury to the public	5	10	15	20	25

3.1 Work at height

Hazard Description: 3.1.1 Maintenance and Installation works being carried out on Roof
Person at risk: Operative performing the work, Other Site Operatives, Public

Risk	Risk Rating	Control measures	Residual Risk
• Death / Incapacity	5	Ensure that all operatives working at height are competent to do so	1
• Serious life changing injury	x		x
• Bruises, Sprains and Broken bones	5	Working at Height training is carried out with all operatives	5
• Cuts	=	Further training is provided on other subjects related to working at height to ensure competence of all operatives	=
	25	No 'bombing' of materials, waste or equipment is permitted whilst working at height	5
		No work to be carried out within 2 meters of the roof edge if it is unprotected	
		Toolbox Talks carried out in regular intervals to explain the hazards and controls of working on roofs	
		Ensure that suitable and sufficient harness / lanyard / inertia reel is provided to operatives working on roofs. This equipment is subject to strict inspection regime and if any are defective or damaged they will be removed from service and replaced	
		A safe means of access to and from the roof will be suitably planned and implemented with the most effective work at height equipment provided	
		All roofs should be treated as fragile until a competent person has confirmed they are not	
		Scaffolding is erected and routinely inspected by competent persons	
		The area below the works being carried out is restricted access (Barriers) and will be a designated hard hat area.	
		Ladders can be used to access the workplace but working from ladders is allowed only as a last resort	

Senior operative to take into account weather conditions and suspend work if it poses increased risk

Emergency procedures in place in the case of an accident / incident

Work at Height rescue plans in place and communicated to operatives prior to work commencing

Edge protection in place (such as a boarded scaffold with guard rails/safety netting)

Task rotation in place to reduce the amount of time one single operative spends working at height

All operatives are given sufficient information, instruction and training on remaining outside of exclusion zones of overhead cables / power lines

Ensure that all operatives are aware of site fire safety plan and what to do in case of an emergency evacuation from the roof

All operatives are deemed competent to use the hand tools and power tools provided and are supplied with regular training to use them

Operatives are aware of the site's design plans and are briefed on information such as hidden live services, asbestos and any other applicable hazards

Any section of the roof that is known to be particularly fragile or dangerous (and skylights) will be barriered off and an exclusion zone formed around it.

Operatives will not tamper with the scaffolding or fixed working at height equipment in any way

Operatives to ensure that the security of the site is left to a high standard before leaving for the day

Suitable and sufficient levels of supervision provided at all times by senior operatives

If there is a risk of falling through skylights / fragile roof materials, ensure safety mesh is installed prior to work commencing

Implement soft landing systems if applicable

Hazard Description: 3.1.2 General work at height**Person at risk:** Operative performing the work

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	5	All anchor points to be checked to ensure that they can sustain the forces generated in the event of a fall.	1
• Falls from height	x		x
• Orthostatic intolerance (Suspension Trauma)	5	Inspect all fall arrest equipment before use.	5
• Fatality	=	All work at height equipment to be inspected by a competent person on a regular basis, any equipment found to be defective shall be removed from use and replaced	=
• Dropped objects	25	All operatives involved with rescue are trained and competent in the use of specialist rescue equipment. All work at height will be sufficiently planned, organised and supervised by competent person Any holes or gaps within the floor structure to be covered with a suitable material to prevent trips and falls. Barriers and appropriate warning signage to be erected to prevent unauthorised access into any potential drop zones. Collective means of fall prevention considered before the use of fall arrest equipment. Communications methods to be discussed and understood by all operatives involved with the activity. Fall arrest harness to be worn where holes or drops are exposed with a permit to work system to be employed Fall prevention systems are certified and installed by an industry specialist organisation. Operatives are trained and competent in the correct selection, inspection and use of fall arrest/fall restraint equipment. Operatives shall secure tools at height with retention strap to prevent dropped object. Operatives to be trained in the installation and use mobile man anchors.	5

Periodic inspection of all fall arrest equipment complete at periods not exceeding six months.

Rescue plan developed and discussed with all operatives before commencing with the activity.

Specific liability insurance policy in place for all work above 10 meters.

Twin lanyards to be used to ensure 100% tie-off at all times when using fall-arrest equipment.

Work area checked for uneven ground and to be clear of debris or equipment.

Work at height to be undertaken by trained and competent operatives.

Site is kept secure at all times

Operatives are given an induction on to site and made aware of specific Working at Height hazards, controls and emergency procedures

3.2 Scaffolding

Hazard Description: 3.2.1 Erection, Modification and Dismantling of Scaffolding

Person at risk: Operative performing the work, Other Site Operatives

Risk	Risk Rating	Control measures	Residual Risk
Risk of:	5	All personnel to be trained in manual handling techniques according to SG6:22	1
• Fall from Height	x		x
• Dropped objects	5	Advanced guard rail system to be used by all scaffolding operatives.	5
• Work-related upper limb disorders	=		=
• Industrial disease	25	Barriers with appropriate warning signage to be erected to prevent unauthorised access to the working area and any potential drop-zones.	5
		Fall arrest harness with a double lanyard worn by all persons performing work at height.	
		Only competent persons with valid CISRS card to erect/modify or dismantle the scaffold.	
		Scaffolding fittings to be stored in bags when placed on the working lift.	
		Scaffolding incomplete signage to be clearly displayed in accordance with the Work at Height Regulations 2005, Schedule 3 Part 2 until the structure is complete and handed over to the Principal Contractor.	
		Scaffolder's safe zone to be utilised as per SG4:22 throughout the entirety of the operation.	
		The rescue plan to be discussed with all personnel before the commencement of work at height.	
		Tool retention straps to be fitted to all hand tools including spanners, levels and impact wrenches etc. used at height.	
		No bombing of materials permitted	
		All operatives are inducted on to site and made aware of risks associated with the job	

