

SAFETY METHOD STATEMENT

Statement number: 001

Produced by: S. Rowe

Date: 16/04/2026

*Project: McDonald's, The Oracle, Riverside Road,
Reading, RG1 2AG*

Principle Contractor: Galamast

Company Director: Les Young

Site Manager: TBC

Health and Safety Manager: Samuel. Rowe

Safety auditor: Samuel Rowe

Activity:

The erection of a solid heras fence panel hoarding outside the McDonald's restaurant in The Oracle, Shopping Centre, Reading, RG1 2AG. The delivery vehicle shall park within the service loading bay area to the rear of the restaurant, Galamast shall transport the panels through the restaurant and to the front entrance door to reduce the risk of injury to members of the public. Galamast shall place pedestrian barriers around the working area and banksman shall guide the public around and away from the working area. All works will be carried out at 7.00am due to low level foot traffic on the pavement area due to the shopping centre not opening until 09.30.

At no time will any panels come within contact with pedestrians.

Management/ Supervision:

The Contracts Manager, Health and Safety Manager and the foreman will undertake safety inspections and prepare written reports of their findings with details of remedial action to be taken if necessary.

Personnel:

4 people all competent.

Planning:

Prior to work commencing the site manager will liaise if required The Oracle Centre management to discuss and agree the following:

- Proposed work program.

Personnel protective equipment is to be included:

Safety footwear.

Hi Vis

Hard Hat

Gloves

Hearing protection

Eye Protection for cutting and grinding Safety Goggles BS EN 166 Grade B

General eye protection tinted safety goggles BS EN 166 Grade D

Construction Methods:

At all times during construction the operatives are to follow the Galamast devised safe systems of work and Key Control Measures. Operatives shall wear the correct PPE

Check that banksman are in place

Place pedestrian barriers around working area.

Unload heras fence panels and feet.

Ensure banksman are keeping public away.

Place heras feet on the agreed pavement area

Install heras panels within the feet securely

Continue this process until completed

Place sandbags on all heras feet

Double clip all panels together

Fix fencing to the building

At no time what so ever is any members of the public allowed to enter the restaurant boundary or demise

Information, Instruction, Training and supervision:

Induction Training:

On arrival, on site induction training will be undertaken by all site operatives into the specific rules applicable to the site. Galamast Ltd foreman shall then fully brief the operatives on the contents of this method statement, risk and COSHH assessments.

All in attendance will sign the induction register to acknowledge receipt.

Skills Training:

Operatives appointed to operate particular plant/ equipment and shall be competent to do so and hold safety training certificates. Copies available on request.

Information:

Information, including contract information, will be communicated to Galamast Ltd staff through memorandums, site safety meetings and site specific daily briefings and tool box talks.

Management and supervision:

The person overall responsible for the works for Galamast Ltd is Les Young, the Supervision of the job shall be the responsibility of (Site Manager) who will be responsible for overall site supervision all ensuring all Galamast site staff comply with Galamast site procedures and site rules and any Landlord's requests. Samuel Rowe shall deal with all site specific health and safety issues.

Control of Substances Hazardous to Health:

All substances that are a risk to health and to be used by Galamast Ltd personnel on this project have been assessed and control measures implemented to reduce those risks. See COSHH assessments are available in the site Health and Safety file. All site operatives and staff must be aware of asbestos at all times during the work task.

Procedures for Emergencies on Site and Accident Reporting / Recording

In case of a requirement to evacuate the site Galamast Ltd operatives will follow the procedures set out in Fire and Evacuation Plan. All site staff to report to the designated muster point for a head count.

Galamast Ltd site personnel are to report all accidents and near misses to site management immediately no matter how trivial they may seem. All accidents are to be recorded in our site accident book and the Galamast site accident book. These events shall be reported to our Health and Safety Manager immediately.

Monitoring:

The working method will be monitored by Galamast Ltd site management against the method statement and risk assessments and non-conformances notified to those operatives. All deviations will be assessed for their safety and risk. If acceptable then the method statement will be amended to incorporate the change and reissued, if not acceptable the deviation will be stopped. All changes are to be brought to the attention of Galamast Ltd for approval.

Environment:

Every effort ~~will be made~~ ^{AST} to keep noise, dust and waste levels to a minimum, and ensure that they do not cause hazard or become a nuisance to others. Working areas will be tidied regularly and waste removed.

All liquids, shall be properly stored within the appropriate container and labelled to

I acknowledge I have read and understood the contents of this method statement and attached Risk Assessments. I agree to work to Galamast's proposed safe system of work.

[illegible]