Risk Assessment

Activity	Work at Height	**Ref**	RA013
Description	General working at height.		
Assessor		**Date**	

Hazard Identification

Hazard	Likelihood	Severity	Risk
Falls from height	**L** M H	L M **H**	L **M** H
Falling tools or materials	L **M** H	L **M** H	L **M** H
Overturning	**L** M H	L M **H**	L **M** H
Collapse of equipment	**L** M H	L M **H**	L **M** H
Ladders	L M **H**	L **M** H	L M **H**
Tower scaffolds	L **M** H	L **M** H	L **M** H
MEWPs	L **M** H	L **M** H	L **M** H
Scaffolding	**L** M H	L **M** H	**L** M H
Fragile materials	**L** M H	L M **H**	L **M** H
Unauthorised access	**L** M H	L **M** H	L **M** H
Weather	L **M** H	L **M** H	L **M** H
	L M H	L M H	L M H
	L M H	L M H	L M H

People at Risk

- [x] Workers
- [x] Adjacent Workers
- [ ] Site Wide Workers
- [ ] Occupants
- [ ] Visitors
- [ ] Members of Public

Controls

Risk	Control Measures
Falls Injury to workers from falls	Work at height to be avoided where possible. Where work at height is necessary, suitable access equipment selected for the task. Edge protection will be in place where possible to prevent falls from any exposed edges. Excavations or gaps in the building structure will be covered to prevent falls where practicable. Any exposed edges without guard rails in places will be subject to additional fall prevention measures such as use of harnesses attached by lanyards to suitable anchor points, safety netting or other suitable system to prevent or restrict falls from height.
Falling items Falling tools or materials	All materials to be securely stored in designated areas at height. Only materials and tools to be used that working day to be kept at height. Tools to be secured during working at height and access. Toe boards and other protection measures as required to be fitted to prevent falling tools, materials or equipment.
Overturning Injury to user and others from overturning of working platform	Working platforms must be installed by competent operative on firm and level ground. Stabilisers or outriggers are installed when required. Never install to a height above that recommended by the manufacturer. Do not over-reach. Work only within safe reaching distance. Even spread of loads assists stability.

Risk	Control Measures
Collapse Injury to user and others from collapse of equipment	Equipment used for work at height to be visually inspected before use. Any defects reported and equipment taken out of use for repair or replacement. Work at height equipment only erected on firm and level ground. Safe working loads marked on equipment and never exceeded. Unauthorised alterations to access equipment or working platforms forbidden. All working platforms to be formally inspected by competent person every 7 days or after any event that may affect stability. Working at height platforms only used after handover certificate issued by competent person.
Ladders Injury from use of ladders	Ladders will not be used as working platforms, only as access equipment. Where this is not reasonably practicable specific risk assessments for the situation will be carried out, and only used for short duration work. Ladders shall only be used for short durations and secured by appropriate means. Ladders only used by trained operatives, who understand safe ladder positioning. Ladders users to maintain 3 points of contact during use and never overreach. Ladders to be visually inspected before use.
Tower scaffolds Injury from use of tower scaffolds	Ensure tower scaffold is complete and signed off by a PASMA trained competent person before use. Only trained and authorised personnel to install, alter or move tower scaffolds. Barriers with warning signage shall be positioned around the base of the tower scaffold where mobile plant and pedestrians are likely. Ensure tower is vertical and on firm / stable ground. Ensure handrails, bracing and platforms are suitable and installed as per manufacturers instructions. Report any defects to site manager immediately. Lock wheels and ensure outriggers are secure.

Risk	Control Measures
MEWPs Injury from the use of MEWPs	All operatives must have IPAF or equivalent training in the safe use of mobile elevated lifting platforms (MEWPs). Where operatives use MEWPs, harnesses and fall arrest equipment will be provided and worn at all times. Lanyards to be fall restraint fixed lanyards of restricted length to prevent overreaching or climbing outside of basket or guard rails. Operatives shall not stand on handrails or mid-rails. Working location shall be assessed in advance to avoid overhead cables or obstructions. MEWPs shall not be located over service voids. Ground conditions shall be level and firm. Working platforms shall not overloaded - never exceed safe working load. Ensure stability legs are used on scissor lifts and handrails / gates are secured.
Scaffolding Injury from use of scaffolding	Permanent scaffolding will be correctly designed, erected and regularly inspected by a competent person and those inspections recorded and tagged. Check scafftag or handover certificate for comments and inspection date prior to use. Ensure the workplace is kept tidy and walkways free from trip hazards. Site manager to ensure inspection frequencies do not exceed 7 day maximum or re-inspected following high winds, major modifications or structural damage. Employees instructed not to alter or interfere with scaffolding unless trained to do so. Access ladders shall be fixed securely. All boards shall be in good condition and free from splits.
Fragile materials Falls through fragile materials	Where existing surfaces used as working platform at height (e.g. roofs), survey undertaken to assess suitability and identify fragile materials. Fragile materials (e.g. roof lights or degrading materials) to be securely covered and protected as necessary. Fragile materials shall be clearly signed and permit systems shall authorise and control access in close proximity. Where access is required netting systems or air bags (if lower level) shall be employed. Netting systems shall be erected by competent persons accompanied with a handover certificate. Edge protection shall be erected by competent persons around the building/working area prior to work commencement.

Risk	Control Measures
Unauthorised access Risk to others or unauthorised use	Equipment secured after use, ladders at ground level removed when unattended. All work at height equipment to be checked at the end of each working day to ensure that access by children / trespass has been prevented. If used in public areas and unable to move to secure area when out of use, additional steps taken to prevent unauthorised access such as removing ladders, adding netting or providing security out of hours.
Weather Increased risk in severe weather	Weather conditions and forecast checked prior to installation, use or dismantling of equipment. Do not work at height in extreme weather conditions such as strong winds, storms or icy conditions.

Risk Level

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Very Low	**Low**	**Medium**	**High**	**Very High**
safe to proceed work under standard control measures	safe to proceed work under additional control measures	proceed with caution under additional controls measures	proceed with caution under further controls with supervision	unsafe DO NOT proceed - essential further action needed

Further Action

Action Required	Timeframe	By	Date
Ensure adequate supervision is provided and that control measures remain valid for the duration of the works.	Ongoing		
Safe systems of work are provided and issued to all staff and training provided in their use.	1 week Refresh at inductions		
All staff to be trained in the importance and use of correct Personal Protective Equipment and wearing of the correct PPE made a condition of employment.	1 week Refresh at inductions		
Work at height to be controlled by permit to work.	Ongoing		
Equipment inspection every 7 days or after change in conditions.	7 days		

Acknowledgement

Name	Signature	Date