Scaffold Standards

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1. Introduction

The purpose of these scaffold standards is to ensure that falls from height are eliminated for many of our construction activities. Properly erected scaffold provides a solid safe working platform that operatives can work from. Having a correctly constructed scaffold is a collective measure that eliminates the fall. Competent and trained scaffold contractors must be employed to safely install and dismantle scaffolds on our sites.

2. General Standards

All scaffold works must be carried out in accordance with:

- Working at Height Regulations;
- National Access & Scaffolding Confederation (NASC) guidance documents (TG20, SG4);
- Manufacturer's instructions;
- Service authority requirements;
- Technical working drawings;
- Sales drawings;
- Feature specification etc.;
- Any additional requirements relating to Building Regulations and Building Control (NHBC,LABC, Premier Guarantee)
- Relevant British Standard Codes of Practice.

Where the principles and criteria detailed in the relevant specifications are applied (i.e. to scaffold elevations less than 10.5m in length and a maximum height of 6m to the working platform), the independent scaffold structure will be considered appropriate for housebuilding purposes. Any alteration or deviation away from this specification and associated designs will require further design consideration as detailed in TG20.

Where scaffold stability calculations are required, these must be undertaken by a competent person. These should be provided via either bespoke scaffold designs or TG20 compliance sheets. In addition scaffold contractor method statements must include details of the means by which the contractor will ensure safe scaffold erection, use and dismantling.

Where system scaffold is used this must be erected and dismantled in accordance with the manufacturers or suppliers user guide. This must be available to the scaffold contractor on site and a copy held in the site office. Any proposed alterations or modifications to the manufacturer's user guide should be designed by a competent person and be made available on site prior to alterations taking place.

All scaffold contractors must consult with site management to obtain correct scaffold requirements in line with the site specific working at height assessments.

Consideration must be given to the wind loadings on scaffold, in particular BSEN 1991 1-4 Eurocode and the structure designed and constructed accordingly.

Any issues with the specification must be notified in writing by the scaffold contractor to the Construction Director.

It is the site management's responsibility to provide suitable ground conditions for the scaffold to be erected and the ground is clear of debris before the scaffold contractor commences work. However, the scaffold contractor should satisfy themselves that the ground conditions are as agreed and the area for scaffolding work is clear of debris. The erection of scaffold signifies that the scaffold contractor is satisfied that the ground is suitable for the erection of the scaffold. Designs should specify leg loads to assist site management, who will maintain the correct ground condition, to adequately support the scaffold.

Setting out will be the responsibility of the scaffold contractor in agreement with site management, and on consideration of the site traffic / pedestrian management plans. Particular attention must be given to door openings, so clear access is available, the locations of loading bays / ladders / staircases and balconies.

The number of scaffold lifts per plot or house type will be determined by the work at height assessment, approved by the Construction Director.

3. Materials

The scaffold contractor must ensure that all materials are satisfactory for use, have not been subject to deterioration; conform to the relevant British Standards (BS) and European Standards (EN).

For system scaffolds, materials must comply with the NASC code of practice for the hire, sale and use of system scaffolds.

All components for system scaffolds must comply with the current BS and be able to withstand all loadings as described in the manufacturer's user guide.

All scaffold tubes must be galvanised and comply with BS EN 39:2001 and to be marked in such a way as to identify the scaffolding company who own them.

All scaffold boards must be inspected to the standard of BS 2482:2009.

All scaffold fittings must comply with BS EN 74-1:2005.

The scaffold contractor is responsible for unloading, protecting and the safe storage of all of their own materials when delivered to site. The scaffold contractor must not use unsuitable or damaged materials.

Scaffold contractors are responsible for loading out plots with their materials.

4. Timber frame construction

As a requirement of SG28 all scaffold structures for timber frame construction must be designed accordingly so that the stability of a scaffold is achieved by independent means i.e. other than ties to the building or structure. A competent scaffold designer should be employed by the scaffold contractor who will detail the measures to be put in place to take into account the stability of the scaffold and any wind forces it may be subjected to. Stability can be achieved via a number of measures including self-weight, additional guys, anchors, outriggers or kentledge.

The scaffold contractor is required to provide a detailed design, including plan and elevations, and will include details of bay size, lift heights, allowable loads, bracing positions, loading bay positions, leg loads and tie locations/detail.

If during the construction phase the design needs to be altered and the structural stability of the scaffold is likely to be affected, the scaffold contractor must ensure the design is reviewed by the scaffold designer and if necessary revised design details issued to site prior to alterations taking place.

Scaffold for timber frame construction must be set as close to the structure as practicable and adequate external and internal fall prevention / protection measures must be in place.

Where the scaffold structure is being built progressively together with the erection of the timber frame building, ties to the ring beam of the timber frame can be used provided the manufacturer of the timber frame has given approval for their use and can accept any loads imposed by the ties.

5. Scaffold base

All scaffold standards must be placed upon suitable base plates and sole boards, regardless of ground conditions.

Sole boards must be a minimum of 450mm x 225mm x 35mm but the size may need to be increased depending on leg loads and / or ground conditions.

Base plates and sole boards must be provided on, level ground and must be able to be inspected at all times.

Where working platforms/birdcage scaffolds are erected on suspended, and or beam/block floors were permitted, sole boards must be installed.

6. Access to working platforms

Access to working platforms shall be agreed and detailed in the site specific working at height assessment.

Scaffold staircases are the preferred method to gain access to the scaffold working lifts; these can be either a proprietary staircase tower or a tube and fitting staircase tower that has been designed by a competent person. Proprietary staircase towers should be physically tied or stabilised to the permanent structure or scaffolding structure, following the guidance of the manufacturer. Those constructing these towers should be trained in the particular system being used.

Where staircases are not practicable, due to restricted space, then ladder towers with single or multiple lifts will be required.

Where it is not possible to install a ladder-access tower and a ladder must be installed within the working platform, steps must be taken to ensure that the ladder opening does not present a risk to those working on the platform. There are several options to protect against falls through ladder, such as hatches or chicanes.

Only in single storey structures and exceptional circumstances should a pole ladder from the ground to the top lift of scaffold be used. The maximum height to a working/ intermediate platform from the ground must not exceed 4.7 m. Ladders must comply with BSEN 131.

Where ladders are provided for access these should be parallel to the façade and must benefit from a self-closing gate or other protective means at the entry point to the working platform. Additional guardrails must also be installed at working platform entry height in the form of a double-boxed brace (Halos) around the top of the ladder.

All ladders should be positioned, where possible, on the opposite elevation to the loading bay to assist in the safe management of vehicle and pedestrians.

Ladders must be adequately secured, to prevent sideways and outwards movement, at the correct angle of 75° and extend 1.05m above any landing point.

Ladders and self-closing gates should also be included on table lifts. Additional guardrails must also be installed at working platform entry height in the form of a double-boxed brace (Halos) around the top of the ladder.

Ladders must be secured to the scaffolding by a square lashing using suitable rope, proprietary ladder clamps or cable ties of sufficient strength. Putlog clamps must not be used as they can damage the ladder stiles.

All ladders to scaffolding are to be supplied by the scaffold contractor. The scaffold contractor also takes responsibility for the maintenance of these ladders, with due considerations for normal wear and tear.

The following table provides guidance on the type of scaffold access required:

Current specification (existing developments/ phases commenced before the 1st January 2024)

Building Type	Number of Storeys	Type of Property	Type of access/egress to be used

House	Up to 2.5	Terraced (3 or more plots)	Ladder access bays with single lift ladders Ladder access bays with multiple lift ladders Internal ladder access with protected trap
		Semi	Pole ladder external access with safety gate (Maximum height from the ground to the top lift must not exceed 4.7m, double halos must be fitted around the top of the ladder)
		Detached	As above for semi
	3	Terraced (3 or more plots)	Staircase
		Semi	Ladder access bays with single lift ladders Ladder access bays with multiple lift ladders Internal ladder access with protected trap
		Detached	As above for semi
Flats	Any	N/A	Staircase
Bungalow/ garage/ gable access	1	N/A	Pole ladder external access with safety gate (Maximum height from the ground to the top lift must not exceed 3m, double halos must be fitted around the top of the ladder)

Future specification (for all developments/phases due to commence after the 1st January 2024 and ALL other developments from the 1st January 2025)
A new development/ phase commences when foundations are started

Building Type	Number of Storeys	Type of Property	Type of Access/Egress to be used
House	Up to 2.5	Terraced (3 or more plots)	Staircase
		Semi	Staircase
		Detached	Staircase
	3	Terraced (3 or more plots)	Staircase
		Semi	Staircase
		Detached	Staircase
Flats	Any	N/A	Staircase
Bungalow/ garage/ gable access	1	N/A	• Ladder access bays with single lift ladders • Ladder access bays with multiple lift ladders • Internal ladder access with protected trap • Pole ladder external access with safety gate (Maximum height from the ground to the top lift must not exceed 3m, i.e.

			1 lift, double halos must be fitted around the top of the ladder)

Note: Where a staircase has been identified as the type of access/ egress to be used and is not practicable due to space or other restrictions, one of the following types of access must be put in place:

- Ladder access bays with single lift ladders
- Ladder access bays with multiple lift ladders
- Internal ladder access with protected trap

7. Scaffold ties and bracing

Scaffolds for housebuilding with elevations less than 10.5m in length and no more than 6m in height (working platform) can be erected as a progressive access scaffold. It is recognised that a table lift may be erected which may be above 6m to complete gable ends etc.
If this criteria cannot be met then the scaffold must be secured to the supporting structure and/or rakers installed and the method confirmed as part of the plan for the work i.e. the scaffold contractor's method statement. Any ties must commence within 3m of the base of the scaffold and at least 50% of ties must be fixed to ledger braced standards.

However, this may not be appropriate on exposed sites subject to the effects of wind and the scaffold must be tied or rakers employed if partial dismantling of any elevation is likely to take place.

Scaffolds must benefit from façade bracing on the outside standards to the full height at intervals no greater than six bays, and ledger bracing fitted to alternate pairs of standards at all lifts unless a structural transom device approved by the company is fitted, which by design removes the requirement to provide bracing.

All tube and fitting scaffolds must be constructed in accordance with the design criteria detailed in TG20. All scaffolds above 15m must benefit from strength / stability calculations and specific design.

Suitable tying patterns are defined within TG20, the relevant system scaffold user handbook and/or the design drawing. Ties may only ever be removed/ replaced/ repositioned by the scaffold contractor with any such movement recorded and incorporated within hand over certificates and design drawings as appropriate. The scaffold contractor must ensure that the removal/repositioning of ties does not affect the structural stability of the scaffold, this may necessitate revised design calculations.

Ties must be evenly distributed over the scaffold (horizontally and vertically), connected to both the inside and outside standards and, as a minimum, must be fitted;

- on alternate standards;
- at alternate levels with a maximum vertical level of 4m;
- at the top platform level for sheeted and debris netted scaffolds.

All concrete/masonry anchors that are used for the installation of scaffold ties must be tested in accordance with a proof load of 1.25 times the required tensile load of 6.1kN. There should be a minimum of 3 anchors tested per scaffold or 5% of total number of ties whichever is the greater.

Confirmation of the tests must be arranged by the scaffold contractor and provided to site management.

A standard tensile load of 6.1kN x 1.25 must be used as a minimum for anchor ties, unless a greater proof load as otherwise stated by design and wind loadings as stipulated in TG20 or as detailed in relevant system scaffold manual is required.

- Light duty ties are ties with a safe load in tension of 3.5kN;
- Standard ties are ties with a safe load in tension of 6.1kN;
- Heavy duty ties are ties with a safe load in tension of 12.2kN.

8. Working platforms

All scaffolds must be set out so that working platforms are close boarded and where reasonably practicable there are no gaps in excess of 25mm. It is accepted for example that on a 4:2 configuration, the gap between the main working platform and the inside boards can be 50mm providing an assessment of risk is undertaken.

All working platforms or access points must benefit from appropriate edge protection, which includes:

- Top guardrail which must not be fixed at a height less than 950mm and secured to every standard with load bearing couplers;
- A mid/intermediate rail so that the gap between it and other means of protection does not exceed 470mm and secured to every standard with load bearing couplers;
- Toe boards which are suitable and sufficient to prevent the fall of any person, any material or object. In all cases toe boards must be a minimum of 150mm in height from the working platform, secured to all standards with a minimum of two fixings to each toe board to prevent any movement.

  (Note: the above does not include kicker/block/trestle lifts up to 600mm)

The standard configuration for a housebuilding scaffold is a class 3 general purpose scaffold and the required configuration will be confirmed by the Contracts Manager, with approval of the Construction Director prior to commencement of work or will be in accordance with system scaffold manual.

Load Class	**Uniformly distributed load on platform kN/m^2**	**Max number of platforms in use (udl kN/m^2)**	**Max bay length (mm)**	**Max spacing boards transoms (mm)**	**Max number of boards**
3	2.00 (inside boards 0.75)	One full (2.00) and one half (1.00)	2000	1200	5+3

Working platforms must be set as close as practicable to the structure and should aim to be less than 225 mm away from the building. Where this is not possible or practical e.g. for certain system scaffolds, then further risk assessments should be undertaken to identify additional controls.

Internal guardrails on tube and fitting scaffold:

Where internal service gaps in excess of 225 mm are present between the working platform and structure (including door and window openings) then double guardrails must be installed on the inside standards and any work within the handrail be controlled by appropriate safe systems of work, for example with an internal guard rail and / or decking system. The service gap must be managed and controlled at all times.

Internal guardrails on system scaffold:

- Where possible all hand rails should remain in place and rough casting etc. should be conducted from behind the guardrails.

- Guardrails can be removed by a scaffolder for rough casting operations etc. where gaps are up to but not exceeding 225mm.

- Where neither of the above methods are possible then reducing the hop up by 1 board is acceptable, provided that there is another set of hop ups on the lug directly below, closing the potential fall from height. Hop-up's in these circumstances can be removed/replaced by competent persons.

Scaffold boards which are secured (or handrails or toe boards) must be installed by the scaffold contractor and secured at window/door openings where there is a gap which exceeds 225mm and there is a risk of fall.

Brick guards must be provided by the scaffold contractor on all working lifts which are secured to the handrails and lateral movement prevented. They must be capable of supporting the weight of any materials liable to fall against them. This can be achieved by a proprietary handrail system if this is deemed appropriate.

The external working platform provided for access and fall protection should be set as close as reasonably practicable to the height operatives on or within the property will be working (and this should not be more than 900mm i.e. below the top of floor joists etc). Where this cannot be achieved then an alternative safe method must be used, such as a bird cage scaffold or safety decking system. This must be recorded in the site specific work at height assessment. Scaffold contractors must confirm with site management the height the scaffold must be set at dependant on the ceiling heights and property types.

The maximum distance from the top of the facia board to the working platform for access and fall protection for roofers is 450mm. The width of the platform (from the outer edge of eaves or roof overhang) should be a min of 900mm. Taking into consideration the pitch of the roof the platform width may need to be either increased or alternatively additional guardrails installed on the external edge of the working platform (over and above those detailed above) with no gaps in excess of 470mm between any guardrails. This will be confirmed by the site specific work at height assessment prior to erection of scaffolding on each plot.

Additional edge protection will be required for gable ends (including garages) to prevent falls during roof work operations. Guard rails shall be fitted as detailed above and should be installed immediately following removal of table lifts on traditional build properties. Edge protection should be installed immediately to gable ends as the scaffold progresses during timber frame erection. Gable edge protection should only be removed once all roof work has been completed. The scaffold contractors must ensure that they have a design for this gable edge protection.

Any internal fall prevention/protection measures adopted must be provided prior to the erection of the external scaffold lifts.

The top of internal standards must be flush with any working platform, where this is not possible they should protrude a minimum of 1m and be capped by the scaffold contractor. Standards must not be left protruding through birdcage scaffolds. The platforms must be free of tripping hazards.

All handover certificates to detail working loads on all working platforms.

Internal working platforms e.g. party wall & bird cage scaffolds must be protected with appropriate guardrails and toe boards. Where the working platforms do not, then additional guardrails will be needed to prevent falls from the end of the working platform lifts.

Party wall scaffold arrangements, including loading and support will be detailed in the site specific work at height assessment and shall be erected as per the configuration set out above and in one of the following 2 options:

- Working platform standards supported by concrete base

Core drill holes between joists in flooring to allow scaffold standards to span full height of structure from concrete base. Ensure flooring is made good following scaffold dismantling.

- Working platform standards supported by joist floors

Obtain safe “working load/propping” calculations from joist suppliers & scaffold contractor to confirm props and scaffold standard locations as well as sole board requirements to ensure loads are suitably spread. Agree dismantling arrangements to ensure safe removal of scaffold and integrity of floor.

Bird cage scaffold arrangements shall be considered for the installation of non-standard joist/truss configurations which require additional working platforms for operatives to undertake work from i.e. when trusses run right angles to each other, and will be detailed in the core house type.

9. Scaffold boards

Boards for use in system scaffolds should conform to manufacturer’s instructions.

Boards for tube and fitting scaffolds must be 38mm x 225mm and end bands must be fixed using nails or staples along the side or edge of the board and teeth, staples or nails may be used to secure the ends.

Knots or knot clusters on the face of any board must not exceed 1/3rd the board width at any cross section. Knots on both edges of the boards must not exceed 28mm and there shall be at least 150mm of clear timber along the board length between knots.

Any board that has a split that is more than 12mm deep and 225mm in length must not be used. Splits of less than 225mm may be repaired using nail plates. Note: splits running across the face of a board are not permitted.

Short boards (less than 2.14 metres long) are to be secured to prevent displacement.

Other than at returns of scaffolds, lapped boards are to be avoided as far as reasonably practicable.

The scaffold boards on the internal edge of the working platform must be secured to prevent becoming dislodged at a minimum of two points along the length of the board.

10. Loading bays

All loading bays should be constructed to a detailed design either as detailed in TG 20 or suitable alternative. This includes garages where the main loading bay cannot be utilised.

The design for a standard housebuilding tube and fitting scaffold is for a maximum load of 2, 1 tonne pallets of material acting on one lift at any one time. When there is a series of loading bays in one loading bay tower, then only one loading bay is to be loaded out at any one time.

For system scaffold, loading bays must be constructed to the design detailed in manufacturer's instructions. If the manual does not have a loading bay design then one is to be designed by a competent person.

All loading bays must be fitted with guardrails, toe boards (as detailed above), brick guards and loading bay gates that protect operatives from the exposed edge when in an open position and prevent falls of operatives and/or materials when in a closed position. The loading bay gates must have a double handrail, to ensure compliance with the Working at Height Regulations, single arm loading bay gates are not to be used. Maximum loading signs should be fixed to the gates. To keep it simple, the signage could state 1 pack of brick and 1 tub of Mortar, the scaffold contractor should supply these.

All loading capabilities to be detailed in handover certificate.

11. Truss racks

A suitable truss rack must be provided by the scaffold contractor when instructed by site management. If a freestanding rack is provided it must meet the requirements of TG20 or alternatively a suitable design approved by the Contracts Manager, with approval of the Construction Director. If a truss rack is to be fitted to a scaffold, a suitable design must be supplied by the scaffold contractor.

12. Waste chutes/ skip bays and material hoists

A means of removing waste material from the working platform must be supplied by the scaffold contractor, this will be either a waste chute or a skip bay. The scaffold contractor must provide suitable waste chutes with a proprietary hopper which is secured to the scaffold by an appropriate and approved bracket. If the local operating business decides to use skip bays, a design must be supplied by the scaffold contractor, this must also be annotated in the working at height assessment.

These are the minimum waste chute requirements that must be fitted to a scaffold:

- Detached properties = each dwelling will require a waste chute
- Semi-detached properties or up to 3 terrace units = one chute
- Longer terrace units = one chute for each 3 units; i.e. 4-6 units 2 chutes, 7-9 units 3 chutes
- Apartments = one chute for each 4 units; i.e. 5-8 units 2 chutes, 9-12 units 3 chutes

All material hoists to be installed in accordance with the suppliers guidelines and by competent persons.

The scaffold contractor must consult and seek written confirmation and approval from a suitably competent scaffold designer before any moving machinery is connected to the scaffold.

13. Access to the structure

The scaffold contractor must erect the scaffold so that access to the structure via for example a door opening can be maintained for internal workers and materials. Exact arrangements to allow for this facility including bridging where necessary must be agreed prior to scaffold operations commencing.

14. Erection/ dismantling procedures

Prior to commencement of operations a risk assessment and safe system of work for the erection, alteration and dismantling of all scaffold (including loading bays) must be submitted by the scaffold contractor in sufficient time for it to be reviewed and approved by the Contracts Manager. This must include details of arrangements for emergencies i.e. rescue of someone who falls whilst attached to a harness etc.

Where the erection of system scaffolds is being undertaken, the specific manufacturer's erection guide must be available on site, with a copy provided to site management.

Scaffolds must be erected/dismantled using collective fall prevention systems such as advanced guardrails or step-up devices where reasonably practicable. The type of technique to be used is to be detailed in the scaffold contractor's method statement for the erection of scaffold.

All scaffolding erection/dismantling/alteration works to be carried out in accordance with the latest version of SG4.

Harnesses must be visually inspected daily by the user and a weekly inspection must be undertaken and recorded, these records must be provided to site management by the scaffold contractor. Harnesses should be thoroughly examined by a competent person every three months, these records must be provided to site management by the scaffold contractor.

When the scaffold is to be dismantled, site management must ensure that no materials or trade waste is left on the scaffold from previous sub-contractors.

If only parts of the scaffold are dismantled, for example a Table Lift, the scaffold contractors must ensure that they remove all scaffold components that are not in use from the scaffold working platform, to prevent a trip hazard for follow on trades.

When the scaffold is struck the scaffolders must ensure that no bombing of scaffold components takes place and that they keep the area around the scaffold tidy during the striking process.

15. Temporary covering materials

Where materials are fixed i.e. debris netting, monoflex, advertising signage to the structure, the scaffold must be designed by a competent engineer who will evaluate potential wind loading and the requirement for ties. The materials i.e. debris netting, monoflex, advertising signage must be secured to the outside of the standards by the use of a system which is designed to snap on 50kn of force.

Where required by the company flexible materials used to clad scaffolding may need to conform to the requirements of Loss Prevention standard LPS1215.

When using timber frame products further assessment of the fire resistant qualities of materials being used must be undertaken.

16. Incomplete scaffolds

The scaffold contractor must provide a system of identifying incomplete working platforms. Where working platforms are deemed incomplete by appropriate signage, access to the working platform must also be prohibited by the scaffold contractor by removing the access point, or providing a physical barrier e.g. ladder lock. This must be carried out when the structure is left with no one working on it, for example; toilet breaks, lunch or tea breaks.

The scaffold contractor must ensure that access to locations being erected, modified or dismantled are controlled and this is to include protection to those at the base of the structure.

17. Training and supervision

All Scaffolders both labour only and supply and erect must have been trained and accredited to the Construction Industry Scaffolders Record Scheme (CISRS) for the particular scaffold being erected i.e. either tube & fitting or system scaffold. Proof of competence and training to be provided by the scaffold contractor to site management upon induction.

The following levels of accreditation are permitted:-

- CISRS Labourers Card

  Only for those assisting trained scaffolders i.e. drivers or loading out from ground level. Labourers are only allowed to work at ground level, or on a fully completed working platform.

- CISRS Trainee Scaffolder

  Only applicable to those working with a qualified scaffolder, and is going through a process to complete part 1, training for tube & fitting. Card is only valid for 18 months from date of issue.

- CISRS Scaffolder

  Must hold the required card for the type of scaffold being erected i.e. system or tube & fitting or working towards accreditation via the approved route.

For system scaffold, the scaffold contractor must provide evidence that operatives undertaking the work have undergone a minimum two day training course appropriate to the system scaffold being erected on site.

Any scaffold contractor engaged in the erection and dismantling of proprietary working platform systems must have received formal training as defined by the manufacturers/suppliers and this must include a practical demonstration/assessment.

Scaffold contractors must provide appropriate levels of supervision taking into account the complexity of the work and the levels of training and competence of the scaffolders involved.

As a minimum requirement, every scaffold gang should contain a competent scaffolder who has received training for the type and complexity of the scaffold to be erected, altered or dismantled.

18. Scaffold handover and inspections

A handover certificate must be provided by the scaffold contractor every time a scaffold is erected, altered or modified. Handover certificates must refer to relevant plots or drawings, permitted working platform loadings and any specific restrictions on use.

It is a statutory requirement that all scaffolding must be inspected:

- Following installation/ before first use;
- At an interval of no more than every 7 days thereafter;
- Following any circumstances liable to jeopardise the safety of the installation, e.g. high winds or struck by machinery.

Site management must attend a scaffold inspection course, to ensure competency to inspect a basic scaffold structure.

If the scaffold is not a basic scaffold structure arrangements must be made for all 7 day inspections to be carried out by a competent person whose combination of knowledge, training and experience is appropriate for the type of complexity of the scaffold. Competence may have been assessed under the CISRS or an individual may have received training in inspecting a specific type of system scaffold from the manufacturer/ supplier. In this situation site management must seek the advice of the local HS&E Advisor.

Procedure for inspecting basic scaffold structure:

1. On handover of the scaffold site management must walk the scaffold with the scaffold contractor and inspect the scaffold. Any visual defects must be brought to the attention of the scaffold contractor and rectified before the handover certificate is signed. Site management are to record the inspection on a scaffold inspection register.
2. Every 7 days or sooner following any circumstances liable to jeopardise the safety of the installation site management must walk the scaffold and record the inspection on the scaffold inspection register.
3. Any alteration or dismantling of scaffold must recorded on the scaffold major alteration and dismantling hand back register.

Refer to:
HSMS form 019A – Scaffold Inspection Register
HSMS form 19AA – Scaffold Major Alteration and Dismantling Register

Any non-compliance by site management will be regarded as a serious breach of health and safety and appropriate disciplinary action will result.

19. Throwing materials from a scaffold

Throwing of material from a scaffold (bombing) is a serious health and safety breach and any operative caught doing this, must be immediately removed from site and if a contractor their supervisor informed. If an employee, disciplinary action must be considered.

20. Monitoring

Site management monitors the safe use of scaffolding via daily site checks. The Group HS&E Department monitors compliance with these standards via regular site HS&E inspections.

21. Further reading

https://www.hse.gov.uk/construction/safetytopics/scaffold.htm

22. Tool Box Talk

Refer to HSMS TBT – W@H Scaffold

VERSION ISSUED	Date
Version 1 Sections 1,2,3, 4,5,6,7,8,9,10,11, 12,13,14,15,16,17,18,19,20,21,22	08.11.2021
Version 2 Section 6 – reference to pole ladder only being used if no other method of access is suitable	05.10.2022
Version 3 Section 6 – removal of reference to a ladder being no more than 6 metres	05.12.2022
Version 4 Section 6 – staircases preferred option for scaffold access	25.05.2023
Version 4 Section 6 – added that new development/ phase commences when foundations started	19.03.2024