**WORKING AT HEIGHT – SPECIFICATION AND SAFETY REQUIREMENTS ASSESSMENT TUBE AND FITTING TRADITIONAL BUILD**

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| --- | --- |
| **Operating business** |  |
| **Development name** |  |

**Part 1. Specify Property Type**

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| --- | --- | --- | --- |
| **Name of property type** |  | **Number of storeys**  |  |

**Part 2. Types of Work and Access Requirements – Please Consult Ground Levels and Property Designs**

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| **Work Activity** | **Working at height arrangements** **(to be read in conjunction with the working at height standards)** | **Specific control measures** | **Remarks/ additional site specific control measures** |
| Raised Foundations | Foot scaffold, if required. | Risk Assessment **1** – Independent Scaffolding |  |
| Erection of Scaffold | Persimmon Operating Businesses must ensure that: 1. All scaffold arrangements are set out in Terms & Conditions; and2. Scaffold is erected in line with the HBF Scaffold Guidance Template, TG20:21 or when required bespoke scaffold design drawings (which must be provided to the Scaffold Contractors). | Risk Assessment **1** – Independent Scaffolding Risk Assessment **3** – Scaffold tube and fitting loading towersRisk Assessments **48** – Use of un-extended bandstand trestleFall Prevention/Protection measures must be in place where a fall distance of greater than 900mm exists between the external working platform and the floor within the property. |  |
| External Walls | Independent Scaffold (to run round full perimeter of external walls) will be provided for bricklayers to work from. This will be erected in line with the scaffold design drawings provided.The first lift of scaffold will be set at no more than 900mm from the top of joists allowing bricklayers to construct from floor level. Where bricklayers are unable to build the required courses from floor level, the following options will be made available by Persimmon Operating Businesses.Option 1Where this is not possible, use low level (600mm) trestles externally on suitable and stable ground conditions.Option 2Increasing floor level by use of stone.Note: Additional work at height controls i.e. 4th scaffold lift, may be required when, for example, ground levels are such that the above options are not reasonably practicable. Details of additional controls should be documented below: Scaffold lifts for the second storey may need adapting to ensure that the working platform is not greater than 900mm below top of floor joists. | Risk Assessment **1** – Independent Scaffolding; Risk Assessment **4** – Use of abrasive wheels and cutting disks; Risk assessment **5** – Bricklayers and bricklaying operations; Risk assessment **6** – Installation of roof trusses Risk assessment **48** – Use of un-extended bandstand trestles |  |
| Internal Fall Prevention/Protection measures(Utilised during construction of outer and inner walls, fitting of floor joists, roof trusses, roof work, low level roofs, porches etc.) | Internal Fall Protection/Prevention may be provided by the following options:**Safety decking or scaffold birdcage**Safety Decking System/Birdcage Scaffold (Fall Prevention) installed to specification prior to any work commencing, checked and signed off by installer and site manager. Fall Prevention must cover complete area of floor. Trestles removed. Ensure the decking system is complete and stable prior to work commencing:NOTE: 1. Ensure block work is suitably cured prior to installation.2. Decking system must **NOT** be loaded with materials.3. Maximum fall distance from external platform to inner platform must not exceed 900mm.Suitable assessment must be undertaken regarding propping of joists where safety decking is utilised on upper floors. | Risk Assessment **1** – Independent ScaffoldingCrash Deck/Birdcage Scaffold as per manufacturers fitting instructions.Risk Assessment **6** – Installation of roof trusses Risk Assessment **18** – Installing timber joistsRisk Assessment **19** – Installing lintels and RSJsRisk Assessment **46** – Working on roofsRisk Assessment **47** – Work around and in Stairwells, as per specific method statement   |  |
| Scaffold Access  | An external pole ladder is sufficient for standard ceiling height 2.5 storey properties. The top lift access must include the provision of additional guiderails to provide fall protection at the step off point (see picture).Where the working platform access exceeds 4.8m, further assessment of the ladders must be undertaken with suitable controls provided e.g. a brace fitted to the ladder to prevent flexing.The use of single or multiple lift ladder bays.For large terraces of 2.5, 3 storey properties, a staircase access must be utilised. | Risk Assessment **1** – Independent Scaffolding |  |
| Securing of Access  | Suitable means of securing access must be utilised for when scaffolds are not in use or the site is closed. This may include the removal of ladders, or the use of ladder boards/locks.Where staircases are used, secured fencing or hoarding should be positioned around the staircase to prevent access when scaffold is not in use. | Risk Assessment No **1** – Independent scaffoldingWhen ladder boards/locks are used, they must fully cover the runs on the ladders.It is imperative that the site management check that all ladder or staircase access is lock off prior to the site closing each day.  |  |
| Party Walls | The floor by the Party Wall will be required to be propped from below, in order that blocks can be safely loaded out to construct the party wall. If blocks are required to be laid to form rooms on the first or any subsequent floors then the floor must be propped.Sacrificial stairwells must also be propped.If scaffold bird cages are used on any upper floors, then the floors below must be propped. Drill bore holes between floors to enable scaffold tubes to span full height of structure down to ground level **OR** use of internal propping system to support first floor and sacrificial joists.Note: When using propping systems weight loadings must be agreed with joist suppliers. | Risk Assessment **1** – Independent ScaffoldingRisk Assessment **4** – Use of abrasive wheels and cutting disksRisk assessment **5** – Bricklayers and bricklaying operations Risk assessment **6** – Installation of roof trusses |  |
| Joists/Flooring (Ceiling heights up to 2.7m) | Working Platform (Independent Scaffold) See Internal Fall Prevention/Protection measures above. | Risk Assessment **1** – Independent Scaffolding Crash Deck/Birdcage Scaffold as per manufacturers fitting instructions. Risk Assessment **18** – Installing timber joistsRisk Assessment **19** – Installing lintels and RSJs.  |  |
| Non-standard Joists/Flooring (Ceiling heights greater than 2.7m) | Working Platform (Independent Scaffold) Higher ceiling heights may require bespoke solutions. i.e. See Internal Fall Prevention/Protection measures above.  | Risk Assessment **1** – Independent Scaffolding Crash Deck/Birdcage Scaffold as per manufacturers fitting instructions.Risk Assessment **18** – Installing timber joistsRisk Assessment **19** – Installing lintels and RSJs |  |
| Prefabricated Porch Roof | Low level working platform, trestles. | Risk Assessment **1** – Independent ScaffoldingRisk assessment **48** – Use of un-extended bandstand trestles  |  |
| Traditional Dormer Roof | Working Platform (Independent Scaffold) See Internal Fall Prevention/Protection measures above, installed to specification prior to any work commencing, checked and signed off by installer and site manager. Ensure scaffold tie-in points do not extend into plots more than 150mm. Suitable edge protection to be in place may be required. | Risk Assessment **1** – Independent Scaffolding Crash Deck/Birdcage Scaffold as per manufacturers fitting instructions.Risk Assessment **6** – Installation of roof trusses Risk Assessment **46** – Working on roofs:  |  |
| Garage Roof  | Working Platform (Independent Scaffold) to continue into property to provide fall protection, or See Internal Fall Prevention/Protection measures above, installed to specification prior to any work commencing, checked and signed off by installer and site manager. Ensure scaffold tie-in points do not extend into plots more than 150mm. Suitable edge protection to be in place on gable ends, for roofers whilst working on roofs, where required. | Risk Assessment **1** – Independent Scaffolding; Crash Deck/Birdcage Scaffold as per manufacturers fitting instructionsRisk Assessment **6** – Installation of roof trusses Risk Assessment **46** – Working on roofs |  |
| Low Level Roof | Working Platform (Independent Scaffold) to continue into property to provide fall protection, or See Internal Fall Prevention/Protection measures above, to specification prior to any work commencing, checked and signed off by installer and site manager. Ensure scaffold tie-in points do not extend into plots more than 150mm. Suitable edge protection may be required, dependent upon roof size. | Crash Deck/Birdcage Scaffold as per manufacturers fitting instructionsRisk Assessment **1** – Independent ScaffoldingRisk Assessment **6** – Installation of roof trusses Risk Assessment **46** – Working on roofs  |  |
| Main Roof  | Working Platform (Independent Scaffold) See Internal Fall Prevention/Protection measures above, installed to specification prior to any work commencing, checked and signed off by installer and site manager. Ensure scaffold tie-in points do not extend into plots more than 150mm. Suitable edge protection to be in place, on gable ends and pediment projections, for roofers whilst working on roofs. Dependent upon the size and pitch of the roof, on assessment, this may be achieved by leaving table lifts in place, installation of handrails parallel to the roof pitch, or a combination of both.Under certain roof configurations when using fall protection, pediment roofs may require installation of girder and/or diminishing trusses. This may require the installation of a lightweight working platform approximately 450mm below the wall plate for access only. | Risk Assessment **1** – Independent ScaffoldingCrash Deck/Birdcage Scaffold as per manufacturers fitting instructionsRisk Assessment **6** – Installation of roof trussesRisk Assessment **46** – Working on roofs Risk Assessment **47** – Work around and in Stairwells, as per specific method statement   |  |
| Removal of Internal Fall Protection/Prevention Measures. | Removal of Decking Systems may require the use of a trap door for access to the upper floors. | Risk Assessment **1** – Independent Scaffolding |  |
| Chimney | Independent Scaffold | Risk Assessment **1** – Independent Scaffolding |  |
| Waste Removal | On assessment, suitable means to remove waste from scaffolds must be utilised, this may include chutes or Skip bays.**Materials must not be thrown from scaffolds!*** 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
 | Risk Assessment **1** – Independent Scaffolding |  |
| Rainwater Goods | Independent Scaffold, MEWP or Aluminium scaffold tower to be erected by a trained and qualified operative. Gutters etc. over external projections (Lean-to roofs etc.) Scaffold tower to be checked and signed off by site manager.  | Risk Assessment **1** – Independent Scaffolding Risk Assessment **39** – Use of mobile towers Risk Assessment **44** – Working with MEWPs  |  |
| Plumbing | Independent Scaffold, MEWP or Aluminium scaffold tower to be erected by a trained and qualified operative.  | Risk Assessment **1** – Independent ScaffoldingRisk Assessment **39** – Use of mobile towersRisk Assessment **44** – Working with MEWPs  |  |
| Rendering | Independent scaffold erected against surface to be rendered with opportunity to up-turn scaffold board closest to external wall to provide void not exceeding 300mm for working space as per renderer’s method statement (specialist scaffold). Pre-render inspection to be signed off by render contractor as well as standard inspection by scaffolder and site manager.  | Risk Assessment **1** – Independent ScaffoldingRisk Assessment **10** – Working with wet concrete, wet cement and mortar products |  |
| Timber Features/Hanging tiles | Independent Scaffold or MEWP | Risk Assessment No **1** – Independent scaffoldingRisk Assessment **44** – Working with MEWPs  |  |
| Pointing Up |  Re-board 2nd lift or MEWP | Risk Assessment **44** – Working with MEWPs  |  |
| Lead-work / Flashing | Independent Scaffold | Risk Assessment No **1** – Independent scaffolding Risk Assessment **46** – Working on roofs |  |
| Windows | Windows fitted internally – temporary handrail fitted to all stairs.  | Risk Assessment **25** – Installation of windows and glazing; see window fitters risk assessment |  |
| Sealants / Mastic | Use existing independent scaffold, MEWP, Aluminium scaffold towers.Windows above low-level roofs to be completed from scaffold prior to roof covering. | Risk Assessment No **1** – Independent scaffoldingRisk Assessment **34** – Use of ladders Risk Assessment **39** – Use of mobile towersRisk Assessment **44** – Working with MEWP Risk Assessment **46** – Working on roofsSee contractor Risk assessment |  |
| Alarm Systems | Use existing independent scaffold, MEWP, Aluminium scaffold tower or ladders fitted with stabilisation device and harness.  | Risk Assessment No **1** – Independent scaffoldingRisk Assessment **34** – Use of ladders Risk Assessment **39** – Use of mobile towersRisk Assessment **44** – Working with MEWPsRisk Assessment **46** – Working on roofs See contractor Risk assessment |  |
| Fitting of Staircases | Suitable stairwell protection system, in the form of proprietary access platforms, should be installed prior to fitting of first and second floor staircases.Where unsupported joists become apparent on fitting of stairs, a suitable propping system must be employed, until bulkhead/supporting stud wall can be constructed. | Risk Assessment No **47** – Working in and around stairwells. |  |
| Stairwell Working | Ensure temporary guardrails are in place, until permanent guardrails are fitted. Alternatively, balustrades, banisters and bulkheads can be installed at installation of staircases.Suitable stairwell working platform to be installed during plastering and painting operations. This may include:1. The use of proprietary access platforms.
2. Refitting of sacrificial joists and flooring.
3. Use of secured “Youngmans” boards to provide a suitable working platform and remove fall hazard.

On assessment, some property types may require a bespoke decking system. | Risk Assessment **47** – Work around and in stairwells; Risk Assessment **48** – Use of un-extended bandstand trestles |  |
| Cleaning | Where practicable, all windows to be fitted with easy-clean hinges for internal cleaning. Remove film from PVC facia and clean soffits, gutters and down-comers from independent scaffold, MEWP, aluminium tower or ladders fitted with stabilisation device and harness. Brickwork Cleaning by use of extended easy-reach wash system. | Risk Assessment No **1** – Independent scaffoldingRisk Assessment **34** – Use of laddersRisk Assessment **39** – Use of mobile towersRisk Assessment **44** – Working with MEWPsRisk Assessment **46** – Working on roofs See contractor risk assessment |  |
| Other |  |  |  |

**Part 3. Type of External Scaffold Required (see also property design drawings)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Independent | Putlog | System |
| General Purpose (2 kN/m2) | **✓** |  |  |
| Heavy Duty (3 kN/m2) | For Loading Bays |  |  |

**Part 4. Scaffold Design & Access/Egress**

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| --- | --- | --- |
|  | (✓or X) | If X date expected |
| Scaffold designs/TG20:21 compliant sheets available |  |  |
| Safe system of work received from Scaffold Contractor |  |  |
| Ground Composition details |  |  |
| Waste removal arrangements waste chutes or skip bays |  |  |
| Dismantling arrangements  |  |  |
| **Type of Access/Egress to be used** | **Tick** | **Recommended Guidance Scaffold Access/Egress** |
| 1. Staircases
 |  | For apartment blocks/runs of 4 or more 3+ storey properties |
| 1. Ladder Access Bays with single lift ladders
 |  | For 2.5/ 3 storey detached/semi-detached properties |
| 1. Ladder Access Bays with multiple lift ladders
 |  |
| 1. Internal ladder access with protected trap
 |  |
| 1. Pole ladder external access using safety gate
 |  | For detached/semi-detached 2 storey properties. |

**✓ -** Tick where applicable

**Part 5. Loading Requirements of External Scaffold (see also property design specification)**

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| **Indicate Loading Requirements for Scaffold ✓ or X** |
| Max. weight to be placed on Loading Bay |  | Total Number of Loading Bays Required |  |

**Part 6. Type of Scaffold Contract**

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| **Indicate Type of Scaffold Contract (✓ or X)** |
| Supply and Fit Sub-Contractor | Labour Only Sub-Contractor | Directly Employed |
| **✓** |  |  |

**Note:** For the purpose of scaffold contracts a one-man self-employed/labour only person should be regarded as subcontract.

**Part 7. Inspection Regime Requirements (✓)**

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| --- | --- | --- | --- |
| **Hand-over/Inspection Required** | **Direct Employee** | **Sub-contractor** | **Site Manager** |
| Hand-over procedure |  | Scaffold Supervisor | Site Manager |
| Component Inspection prior to erection |  | Scaffold Supervisor | Site Manager |
| Before first use |  | Scaffold Supervisor | Site Manager |
| Substantial Alteration Inspection |  | Scaffold Supervisor | Site Manager |
| Adverse weather condition / situations |  | Scaffold Supervisor | Site Manager |
| 7 Day Inspection |  | Scaffold Supervisor | Site Manager |

**Part 8. Competency and Training Requirements – Site Manager to complete details on Site Induction Forms**

**Part 9. Additional Comments/Notes**

This assessment should be read in conjunction with the requirements detailed in TG20;21, SG4:10 and the HBF Scaffold Specification Template together with associated trade specifications and site specific information i.e. traffic management plans, lifting plans etc.

**Directors Responsible For Completing the Assessment**

|  |  |
| --- | --- |
| **Name(s)** |  |
| **Signature** |  |
| **Date** |  |