

# **SA Scaffolding Limited**

5 Brian Dowding Court  
Reading  
RG31 5AQ  
07771 988699 Fax 0118 376 6782

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## **HEALTH AND SAFETY METHOD STATEMENT**

## **Erection and dismantling of scaffolding**

### COMPANY

S A SCAFFOLDING LIMITED

### ADDRESS

5 Brian Dowding Court  
Reading,  
Berkshire. RG31 5AQ.

### DESCRIPTION OF WORK

Erection and dismantling of scaffolding.

### SITE

TBC

### PRINCIPAL CONTRACTOR

TBC

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### DETAILS OF SUPERVISORY PERSONNEL

Charge hand/Advanced Scaffolder.

Mr A Norman, Managing Director or David Liddiard Contracts Manager will visit the site as and when required to monitor safety standards and to ensure that this method statement is complied with.

### SPECIFICATION OF SCAFFOLD TO BE PROVIDED

Independent tied scaffold

### PRECISE WORKS SEQUENCE

1. Report to Site office prior to commencement of work and provide scaffolders proof of training.
2. Put on all personal protective clothing and equipment – safety helmet, safety footwear, harness and lanyard, high visibility waistcoat or jacket.
3. Attend health and safety induction training course with Principal Contractor.
4. Prior to working ensure that the Principal Contractor has levelled the ground and that the ground is adequate to take the weight of the scaffold, the weight of the materials and persons working on the scaffold.
5. Inspect all scaffold components for damage.
6. Check ladders for damage.
7. Arrange for scaffold boards and tubes to be delivered by mechanical means as close as possible to where the scaffold is to be erected.
8. Assess ground and decide whether individual sole boards are required or sole boards that need to extend between at least two standards on soft ground.
9. Erect standards and ledgers and ensure that standards are vertical and ledgers are horizontal.
10. Position transoms and boards on first level platform from below if possible.
11. Erect and secure ladder.

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12. No materials to be carried up ladders. Forklift to load all materials on loading bay where provided.
13. A minimum of a three board wide centralised platform should be worked upon.
14. Handrails to be erected to enable a safe working platform for any materials to be hoisted up.
15. No components to be dropped or thrown from scaffold.
16. Scaffold to be made stable as soon as practicable with ties or rakers. Ties to be provided at intervals of 4 metres.
17. Kinetic methods of lifting and handling to be used at all times. Only single boards and tubes to be lifted.
18. Hand rail to be positioned at a minimum height of 950mm, Toe boards to be provided on all working platforms and secured. The gap between the top of the toe board and main guardrail not to exceed 470mm and therefore middle rail will be provided.
19. Debris guards to be provided and secured on all working platforms where materials are to be stacked above the height of the toe board. Debris meshing to be provided to protect members of the public where required and secured. Where debris meshing or monoflex is required by Principal Contractor additional ties will be provided.
20. Ledger bracing will be provided as required.
21. Façade bracing will be provided on gable ends and lengths over 30 metres.
22. Loading bays will be provided with additional bracing and check couplers. The Site Manager will be advised of the maximum loadings both on the loading bay and scaffold as a whole. Loading bays will be provided with gates which will be up and down gated type.
23. Working platforms will be fully boarded with no gaps giving rise to risk of injury.
24. Harnesses will be worn at all times and connected at 4 metres and above. Ties only to be removed by charge hand who must fix alternatives.
25. Harness and lanyard will be inspected prior to use and have current 6 month test and identity number.
26. No materials to be thrown off scaffold.
27. Principal Contractor to keep other trades out of working area whilst scaffold is being erected, altered or being dismantled.
28. Dismantling will be in reverse order.

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29. Scaffold to comply with Working at Height Regulations and British Standards and TG20:10 Technical Guidance on the use of BS EN 12811-1 Guide to good practice for scaffolding with tubes and fittings.
30. Discussions will take place with the Principal Contractor in relation to rescue in the event of a scaffold operative falling with harness on. Normally rescue will be with the use of the forklift, MEWP, Mobile tower, Secure ladder etc.
31. No person to be allowed to alter scaffold other than trained scaffolder.

### ACCESS AND EGRESS ARRANGEMENTS/MEASURES TO PREVENT FALLS

Ladders for access to scaffold and working platforms.

Scaffold staircases will be provided on request of Principal Contractor.

All working platforms will be provided with handrail, middle rail, debris guard and toe boards.

Ladder landing platforms or ladder gates to be provided at request of Principal Contractor.

Harnesses will be worn if the above is not provided but will be a last resort.

Harness (full body type) and lanyard to be connected at 4 metres and above.

### SUBSTANCES

See COSHH assessments.

### PERSONAL PROTECTIVE CLOTHING

1. Safety helmets.
2. Overalls or suitable work clothing.
3. Safety footwear.
4. Gloves as required.
5. Harness (full body) and lanyard.
6. Respirator as required.
7. Eye protection as required.

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8. Ear protectors as required.
9. Wet weather gear where required.
10. High visibility waistcoat.
11. Knee pads where required.

### EQUIPMENT

All equipment will be inspected prior to use.  
All electrical equipment will be 110v and will be inspected quarterly by electrician and record kept.  
A record will be kept of all weekly inspections.  
Harness and lanyard to have current six month test certificate and marked with identity number.

### MONITORING

The Charge hand/Advanced scaffolder will undertake monitoring on site to ensure safety standards are being met.

### PROTECTION OF THE PUBLIC

The Principal Contractor will be responsible for the protection of the public.  
Workers will not be allowed to work below when scaffolding is being undertaken.

### DETAILS OF INDUCTION TRAINING

The Principal Contractor and Advanced scaffolder will provide induction training.  
This method statement will be explained and issued to all employees and signed for.

### HANDING OVER CERTIFICATES

Will be issued to Principal Contractor on completion or after any alterations

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AMENDMENTS

The company reserve the right to alter or amend this method statement depending on circumstances that may arise during the job.

Date –

SIGNED.....  
ANGUS NORMAN

MANAGING DIRECTOR

ANY ADDITIONAL SITE SPECIFIC REQUIREMENTS  
REQUESTED BY PRINCIPAL CONTRACTORS SITE MANAGER  
TO BE LISTED BELOW:-

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COMPANY – S A Scaffolding Limited.

NAMES OF PERSONS GIVEN  
INFORMATION ON THIS  
METHOD STATEMENT

SIGNATURE

- |     |       |       |
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| 1.  | ..... | ..... |
| 2.  | ..... | ..... |
| 3.  | ..... | ..... |
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| 7.  | ..... | ..... |
| 8.  | ..... | ..... |
| 9.  | ..... | ..... |
| 10. | ..... | ..... |

Name of person providing information.....

Signature..... Date.....