

1. Reporting of injuries and dangerous occurrences

1.1 In accordance with the Health and Safety Regulations Act 1981 all our vehicles carry the appropriate first aid equipment and P.P.E and a fully qualified First Aider will be on site at all times

1.2 All staff are fully informed on the safety precautions necessary on site, and in the event of an accident the procedures that have to be followed, those being;

- Securing site to eliminate the risk of further injury
- Immediate first aid
- All accidents to be reported in the first instance to the supervisor on site
- Incidents to be reported in the Accident Book and necessary changes in work practices will be implemented if applicable

2. Personal Protective Equipment (P.P.E)

2.1 P.P.E carried in vehicles at all times and are checked on a regular basis, equipment comprises of;

- Safety helmets
- Safety glasses/goggles
- Safety Boots
- High Visibility jackets

3. Use of Ladders

- 3.1 Place ladder on a firm base
- 3.2 Ladders to be set at an angle of 75 degrees or 1 metre out for every 4 metres up
- 3.3 Ensure the ladder is secured or footed to prevent slipping, best secured at the top and if possible at the bottom.
- 3.4 Both stiles must be in contact with the ground and the upper resting point of the ladder.
- 3.5 The surface that the ladder is resting on must be strong enough to withstand the weight carried. Plastic gutters and glass are unsuitable surfaces to rest the ladders against.
- 3.6 Condition of the ladders are checked daily for wear and tear, and appropriate action taken.
- 3.7 All ladders are fitted with anti-slip feet.
- 3.8 Three point contact on the ladder at all times
- 3.9 Suitable footwear to be worn at all times
- 3.10 Ladders will not be left unattended and warning signs will be displayed in public areas.
- 3.11 Ladders not to be used in adverse weather conditions e.g high winds, rain, snow, ice.

4. Scaffolding

- 4.1 Safety guidelines will be adhered to in accordance with Construction (Design and Management) Regulations 1994. A certified scaffolding erector to supervise the assembly of the equipment to be used.

5. Good Housekeeping

- 5.1 All staff ensure that the site and all areas of work are kept tidy at all times in order to minimise any hazards.

6. Site Precautions

- 6.1 Barriers and cordons to be used in areas as and when required to ensure the safety of the general public.

7. Control of Substances Hazardous to Health (C.O.S.H.H)

- 7.1 At no point do we use substances or liquids that pose a risk to health or the Environment.
- 7.2 The only cleaning fluid that we use is dish washing liquid diluted at the consistency of 1 part liquid to 200 parts water.

8. In case of fire

8.1 Prior to commencing work all staff will be informed to the arrangements in the event of a fire or the warning to be given and for notifying the fire service.

8.2 All personnel to be made familiar with the assembly point in the event of a fire.

8.3 Supervisor to take nominal role in the event of evacuation due to fire.