

The Church of St. Patrick Drumbeg Use of Ladders – Risk Assessment

Assessment carried out by:		Date:		Date of next Review:	
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NAME IN BLOCK CAPITALS

What are the Hazards?	Who might be harmed and how?	Existing control measures. What are you already doing?	What further action is necessary?	Action by whom?	Action by when?	Action Completed?
<p>Unsafe use of ladders and stepladders.</p> <p>Unsafe storage of ladders.</p> <p>Unsecured ladders</p>	<p>Staff and workers.</p> <p>Falls from heights.</p>	<ul style="list-style-type: none"> • Ladders are only used for short duration (work less than 30 minutes) and where risk of injury is low. • Ladders are only used for light work and not for work that involves carrying heavy or awkward items. • Ladders are stored safely and unauthorised use is prohibited. • Ladders are set out on a firm base (75 degrees, 1:4) • Ladders are not placed on a box or other unstable base. • Ladders are removed to storage at the end of the working day to ensure that unauthorised access to the roof etc by others is prevented. • Footwear is free from mud/grease before climbing. 	<p>See HSE leaflet INDG402 “Safe use of ladders and stepladders-An employer’s guide”.</p> <p><i>Copy held in Rectors Office</i></p>			

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		<ul style="list-style-type: none"> • 3 points of contact are maintained at the working position • Equipment is suitable for task. • No person works alone at height. • Staff given instruction and training in the use of ladders. 				
Defective ladders	Staff/workers Falls from height	<ul style="list-style-type: none"> • The ladder is checked before use for cracked or bent stiles or rungs, corrosion, defective or missing fittings or ties. • Ladder is to be removed from use if found to be defective. • Defects are reported. • Wooden ladders are not painted. 				
Materials or equipment falling from the ladder	Staff/workers Head injury	<ul style="list-style-type: none"> • A safety zone is established around the base of the ladder and cordoned off with barriers. • Tools are carried on a tool belt. • Equipment is not carried whilst climbing the ladder and is raised to the height by pulling up with rope. 				

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Overreaching	Staff/workers Fall from height resulting in serious injury	<ul style="list-style-type: none"> • When using ladders members of staff do not work on the top 3 rungs or top 2 steps. • Where possible an alternative method of working is used e.g. using an extendable pole to clean high level areas. • Ladders are properly set to avoid overreaching. • Mobile towers are used where practicable. • Access ladders extend 1 metre above the working platform. 				