

Health and Safety Policy – Use of ladders and scaffolding at Hinckley URC

Ladders and step-ladders:

Extreme care should be taken when using a ladder. In general a ladder should only be used as a means of access and not as a safe working platform. The Health and Safety Executive (HSE) give the guideline that if the job is of short duration – ie less than 30 mins – a ladder can be used, otherwise a more permanent scaffold should be erected.

Please ensure that the ladder is placed on a level footing, that the surface is stable and firm, that the base of the ladder cannot slip and that the rungs of the ladder are horizontal. The maximum working height has been set at 6 metres.

Stepladders are suitable for small jobs of short duration where it is not possible to rest a ladder against a wall or other support. They should only be used for minor maintenance at low levels. The top platform should never be used to stand on. There must be a mechanism to prevent the legs from spreading out and a safety catch to prevent the joint opening. They must be placed on firm, level ground.

This policy recommends that when using ladders or stepladders, that two people should be present in case of accident, and this is essential if working more than 3 steps from ground level. (Please note that the HSE do not specify a height - they say “where a person could fall a distance liable to cause personal injury.”)

Note: New step ladders have been purchased for both low and higher level working and the old ladders disposed of.

Scaffolding Tower.

It is recommended by the Fabric and Finance committee that the scaffolding tower, which is housed in the outbuildings to the rear of the church, should no longer be used and should be disposed of for safety reasons. Where scaffolding is required to be used on the premises then this should be done using professional services.

Health and Safety Policy – Use of Ladders and Scaffolding Issue 7

No change since issue 5

approved by the Hinckley URC church meeting on 19th November 2023

History

- Issue 3 approved at AGM on 25 November 2019 (No change since Issue 2)
- Issue 4 approved at AGM on 23 November 2020 (No change since Issue 2)
- Issue 5 approved at AGM on 5th December 2021 (Max working height added)
- Issue 6 approved at AGM on 20th November 2022 (no change since issue 5)
- Issue 7 approved at AGM on 19th November 2022 (no change since issue 5)