

Safe System of Work

Activity:	Safe Use of Ladders
Hazards:	Working from height
People At Risk:	Users Passers by
Possible Outcome:	Serious injury - falls from height
Assessment	
003 - Working at Height Risk Assessment	
Equipment	
Ladder	
Prior to Start	
Pre use check	
Method	
<p>Ladders must only be used for access or as a work platform after the site manager has assessed the operation and determined that no suitable alternative is available. Where their use is necessary, it will only be permitted if three points of contact can be maintained (i.e. at least one hand must be holding the ladder at all times).</p> <p>All ladders in use MUST BE SECURED so as to prevent slipping:-</p> <ul style="list-style-type: none"> a) At the top on both stiles – or if this is impracticable:- b) At or near the base on both stiles – or if this in impracticable:- c) Using recognised anti-slip devices, or:- d) A person must foot the ladder (standing on the bottom rung). <p>All access ladders must extend at least 5 rungs (1.10M) above a landing place or an alternative hand-hold provided for a user when ascending or descending.</p> <p>The safe angle at which a ladder should be used is 75 degrees or 1 out and 4 up.</p> <p>Timber ladders must not be painted so as to obscure defects.</p> <p>Landing places should be provided at not more than 9m intervals when using a series of vertical ladders.</p> <p>Where ladders pass through openings, these must be kept as small as is reasonably practicable.</p> <p>Only one person should use a ladder at a time.</p>	

All ladders must be frequently inspected for damage, paying particular attention to splits or cracks, excessive warping and missing or defective rungs.

Written records of these inspections must be kept and accompany the equipment to every place of use. Ladders used as part of a scaffold must be inspected together with the scaffold and a report of the condition, entered in the Scaffold Register.

THESE RULES APPLY EQUALLY TO SCAFFOLDERS DURING ERECTION AND DISMANTLING OPERATIONS, AS THEY DO TO THE USER OF A COMPLETED SCAFFOLD.

End of Shift

Secure Storage

Control Measures

People

Information, instruction, training & supervision

Environment

Site check.
Weather check

Equipment

Pre use check

Responsible Persons

Manager – Sally Heath
Weston-super-Mare Town Council – Employer
Ellis Whittam – H&S Consultants

Review

November 2017

References

Working at Height Regulations

Ref No:

Date:

16/11/16

Author:

Sally Heath

Position:

Theatre Manager

How can I get help?

Contact your Ellis Whittam Consultant, or our helpline on 0845 2268393. A qualified practitioner is available to advise 24/7.