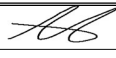


Risk Assessment & Method Statement (RAMS)

Author: Anthony Ashton	(Signature) 
Document reference number: 1840 / Alma / 001	
Location: (site address) Errwood Road, Levenshume, Manchester, M19 2PF	
Work scope: Risk assessment & method statement covering the installation of 3no dedicated multi use games area (MUGA) pitches.	
These works will include: • Pre-Start Trial Holes • Setting up compounds and works areas, • Minor vegetation clearance – surface only • Installation of floating cell web system, • Edgings and surfacing, • Minor land drainage and connection to existing manhole, • MUGA enclosure fencing	

Document review and authorisation			
Date written: 12/09/2024			
Company	Technical (print /initial)	HSE (print /initial)	Quality (print /initial)
RAL	Anthony Ashton	Graham Curtis	Anthony Ashton
Does this document identify high risk activities (refer to attached risk assessment)			No
Does the work scope include temporary works (if so refer to RAL Temporary works procedure)			No
Does the work scope require specialist technical knowledge			No

Revision Record		
Revision	Date	Comments / Changes
A	12/09/2024	First issue for Review
B	03/03/2025	Revision to accommodate UU Services / Trial holes
Field Change Notices		

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- 2.0 Program and constraints
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- 10.0 Quality control
- 11.0 Environmental
- 12.0 Methodology and sequence of works
- 13.0 Appendices
- 14.0 Risk Assessment

1.0 Purpose and scope of works

Risk assessment & method statement covering the installation of 3no dedicated multi use games area (MUGA) pitches.

These works will include:

- Pre-Start trial holes to locate UU services
- Setting up compounds and works areas,
- minor vegetation clearance,
- Installation of floating cell web system,
- Edgings and surfacing,
- Minor land drainage and connection to existing manhole,
- MUGA enclosure fencing

2.0 Programme and constraints

Duration of works		
Anticipated start date: (TBC)	Anticipated finish date (TBC)	Duration: 6-8 weeks
Working Hours		
Weekday	Start time: 07 30 hrs	Finish time: 17 30 hrs
Weekend	Saturday: TBC	Sunday: TBC
Constraints		
Noise: No Consents indicated – Residential area consideration to be taken, works within live school boundary consideration to be taken during school times		
Dust / mud: Residential area works / Plant routes / live school areas must remain clear of Slips, Trips and falls		
Railway networks: Works area is within 5m of a boundary rail network fence line – Rams to be agreed with Network rail prior to commencement of the project.		
Archaeology: None known		
Servies: United Utilities – 3nr Water Mains are located within the site boundary 1nr 54" 1nr 40" 1nr 24" – methods to be revied prior to commencement of the scheme		

3.0 Surveys and Engineering

Type of survey	Document Reference
Geo – physical survey	N/A
Ecology survey	N/A
Protected species survey	Badger camera survey
Noise – baseline surveys	N/A

4.0 Reference documents

Document Title	Document Reference
Construction Phase Plan	Alma Park Primary School - CPP
Project Quality Plan	TBC
Project Environmental Execution Plan	TBC
Site Waste Management Plan	TBC

No's	Labour / Trades requirements	QA impact
2	Plant Operators	
4	Ground Workers	
1	Surfacing Contractor – (TBC)	
1	Fencing Contractor – (TBC)	
	Plant and Equipment	
	Excavators - 8ton to 13ton	
	Dumpers - 3ton to 6ton (6 to 12ton Loaded)	
	Compaction equipment – 120-135 ride on roller	
	Small stools, saws, whackers, floor saws, drills and breakers	
	Ground Shoring	
	Materials	
	Geo web	
	Aggregates loose, tarmac, concrete	
	Drainage / edgings	
	Fencing materials	

Training / Competency	
Position	Requirements
Site Manager	SMSTS
Supervisory staff	SSSTS
General Operatives	CSCS
Skilled Operatives	CSCS
Plant Operatives	CPCS or NPORS
Slinger / signaller	N/A
Scaffolders	N/A
Engineer	CSCS

7.0 Communication

Prior to commencing on works	
Sub Contract pre-start safety meeting – including UU conditions agreed	Pre-Start to trial holes / post trial holes
RAL safety induction, Including site specific rules	Sign off required
On site - site specific HSE induction	Sign off required
On site - competency checks prior to commencing work / Enhance DBS to supervision	Records required
Routine communication processes	
Work crews briefed on RAMS documentation	Sign off required
Daily pre-start) briefing	Sign off required
Applicable Toolbox talks (Safety / Environmental / Quality)	Records required
Contractor safety / progress meetings	In Line with CPP
Workplace safety committee meetings	N/A
Emergencies	
Emergency response actions identified and communicated	During induction
Accident and incident/ Near Miss procedures explained	During induction
Task specific communication processes	
Lifting operations – Hand signals in compliance with BS 7121	

8.0 Supervision and Responsibilities

Supervisory Role	Responsibilities
C Manager / Director	Execution of the contract and liaison with the client
Engineer	Oversees engineering aspects of the work scope
Site foreman	Supervises all gangers and controls labour, plant and materials on site and liaison with the client
Ganger	Ensures work is carried out in accordance with this document

9.0 Health Impacts

Identified Impact	Applicable	Identified Impact	Applicable
Silica (Silicosis)	✓	Hand arm vibration (HAVS)	✓
Asbestos (Asbestosis)		Dust / Vapours / Fumes	✓
Noise (Deafness)	✓	Chemicals	✓
Weils disease (Leptospirosis)	✓	Dermatitis	✓
COSHH Impacts			
Substances or materials		MSDS required	COSHH assessment required
Petrol & 2 stroke oil		✓	✓
Diesel		✓	✓
Concrete		✓	✓

10.0 Quality Control

Aspect of works	ITP(s) required (<i>identify</i>)
See Quality Plan	

11.0 Environmental Impacts

The following potential environmental impacts have been identified for this scope of works:

- Live drainage inlets/outlets to be protected during works.
- All waste to be removed to licenced tip.
- Badgers, if badgers are encountered all works to cease, client to be notified

12.0 Emergency Procedures

- In the event of an emergency, site emergency procedures shall be followed as explained in the RAL site induction.
- If appropriate, dial 999 for emergency services to attend the work location.
- In the event of a general emergency the following procedure will apply:
- All works in the vicinity to cease
- Assess the situation and report to immediate supervisor
- Call for the emergency services if deemed necessary
- Preserve the scene of the incident
- Secure the area.

Where the emergency services are required the person who makes contact must state the following information:

- Nature of the emergency
- Working environment (e.g. Confined space, cofferdam, roadside or scaffold)
- Number of casualties
- Details of casualties
- Injuries to casualties
- Location of the incident (e.g. Address including postcode, Grid Reference)

All incidents must be reported to the Site Supervisor and then to all relevant parties within the project
Fire – warning signal (air horn to be on site in office unit). All operatives to attend the designated
meeting point and wait for further instructions

Any RIDDOR reported to the HSQE

In case of damage to any of the services listed below, use the numbers listed to report the damage:

- BT 0800 917 3993
- National Grid 0800 111 999
- Water 0800 330 033
- SP Energy Networks 0800 001 5400
- Virgin Media 0870 888 3113
- Network Rail 0345 711 4141

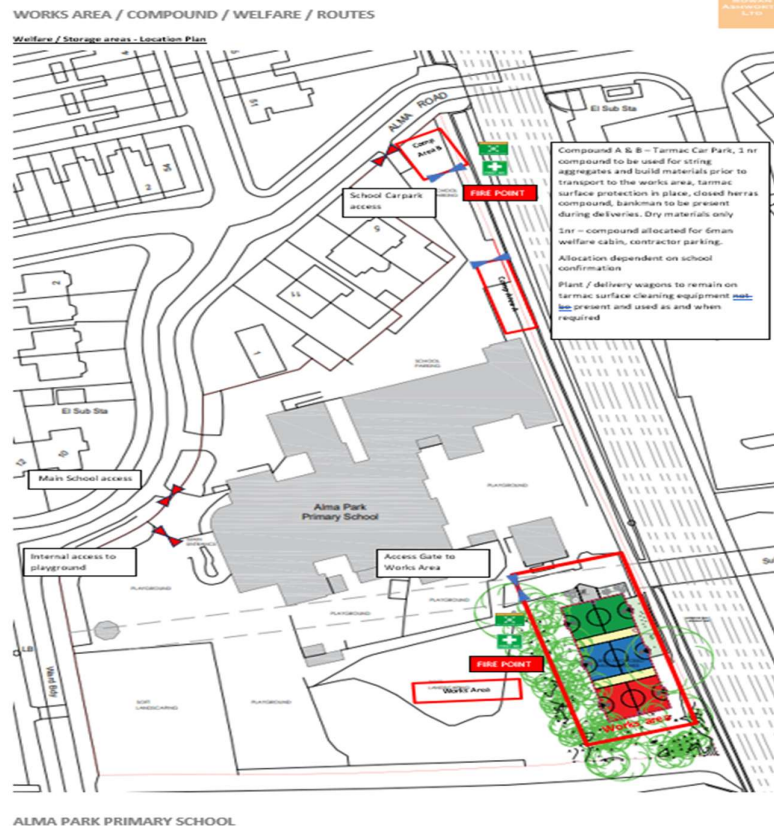
13.0 Methodology and sequence of works

Pre start:

- Work team members will be briefed in relation to the contents of this Rams document and subsequent drawings supplied.
- Supervisor will check to ensure personnel have required PPE for these tasks.
- All plant operatives to carry out safety checks prior to work commencing.
- ALL OPERATIONS TO BE ADEQUATELY SEGREGATED FROM THE GENERAL PUBLIC AND SCHOOL RESIDENTS MAINTAINED THROUGHOUT THE WORKS. MOVEMENTS THROUGH THE LIVE SECTIONS OF THE SCHOOL TO BE OUTSIDE PEAK OURS WHERE PRACTICABLE.

Set up Site Boundary and welfare

- Heras Fencing will be delivered to site via Wagon, Operatives will greet the wagon and direct to the drop off area within the allocated compounds. Pick up type vehicle will be loaded with the fencing and transported to the works areas.
- By hand the operatives will walk the Heras fencing to the location. Feet will be placed on to the floor and Heras panel inserted into the feet, double clips will be placed on all boundary fencing.
- Dependent on the fence line location susceptibility to heavy wind triangle sections may be formed at regular intervals to assist in the stability of the fencing.
- Heras fence gates will be installed at the entrances to the site compounds, vehicle and pedestrian types.
- A Fenceline will be installed between the edge of the working area and the network rail boundary fence to prevent plant and equipment working too close to the fence, this will ensure no damage occurs to the boundary fencing



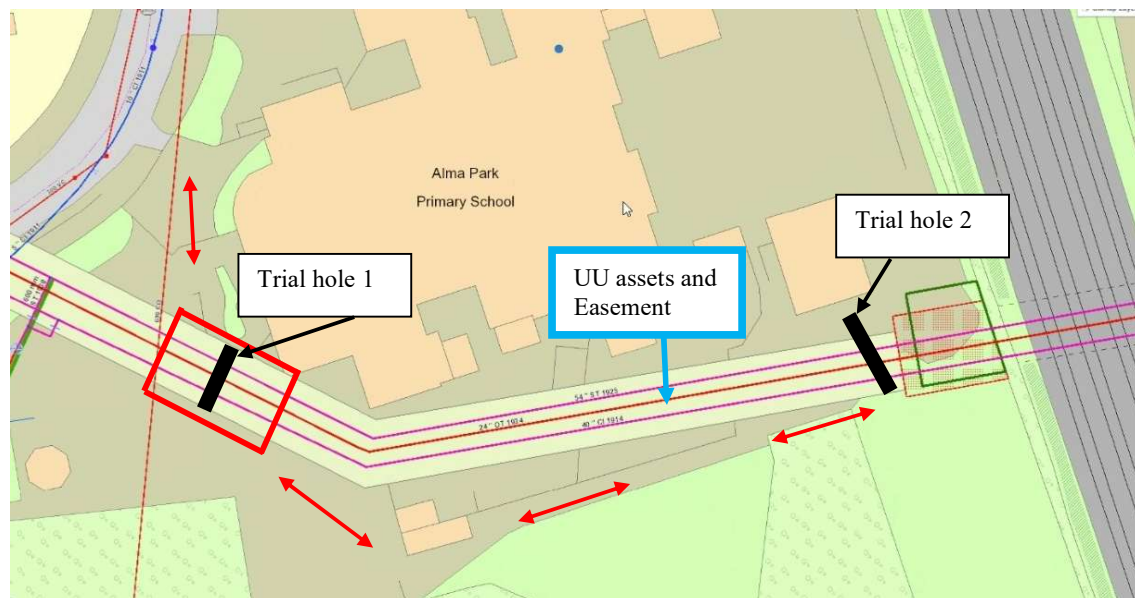
Working within a live school

- All operatives to be briefed on working within a live school environment during site induction
- Supervision to be enhanced DBS checked and present during working hours
- Access routes to be agreed with the school representatives and regular updates carried out if these routes vary.
- Movement will be kept to a minimum during peak times to avoid the movement of plant and pedestrians
- Engineer/Foreman to set out drainage, using laser level to set dig depth and issue permit to dig for works

Operating plant on public highway

- During the scheme access will be around the school from the compounds and through the main gates of the school, therefore plant and vehicles will be required to exit the site boundary and travel along the public carriageway.
- RAL to agree with the client and prior to use of the public carriageway taking place. (refer to CMP / CPP)
- Operatives to be briefed on the potential hazards.
- Plant and vehicle operatives to exit the site boundary ensuring boundary fencing is reinstated on exit.
- Plant and vehicles will be used as any other vehicles that may be on the public highway
- Operatives to give way to vehicles on the highway and pedestrians close by.
- Once there is sufficient road space the operative may proceed to pull out on to the highway.
- Indicators to be used and beacons operations during this time.
- Once entered the site boundary, fencing, gates etc must be closed behind.
- All plant and vehicles to be road legal and insured.

Trial holes to confirm UU asset locations



- Pre-start meeting required to agreed safe methods of working during these works, trial holes are intended to locate the UU water mains, 3nr in total varying in size, 1nr 52" dia, 1nr 40" dia, 1nr 24" dia. These mains are old mains currently live feeding major areas of Manchester therefore care must be taken during these works. Any signs of water ingress work must cease.
- UU representative to be present during these excavation works

- Trial holes are expected to be 5.000m long, 1.200m wide and potential 2.000m to 3.000m deep to the top of the crown.
- Locations to be agreed on site, service drawings to be referenced to ascertain the expected locations of the services, assisted by UU representative, Trial hole 1 located on the access route to be carried out first, this will allow all parties to agree what plant and equipment will be allowed to pass over the mains
- Working area to be closed off during the works using herras fencing
- Operatives to saw cut the existing tarmac, dust suppression to be used whilst cutting.
- Using 12ton wheeled excavator, operative will remove the top tarmac surface and remove from the working area to a storage pile within the agreed compound, 6ton dumper will be used to transport materials
- Operatives will hand excavate trial trench in front of the excavator to reduce level dig the trench to approximately 1.2m deep (less if ground conditions prove poor) a mixture of hand digging and excavator will be used, buckets to have no teeth at all times during the excavations. If the trenches remains clear of services trench boxes will be used, if services are found trench sheet and frames would be required
- Shoring will be delivered to the compounds and off-loaded Trench boxes – 2nr will be delivered to the storage compound. Trench boxes will be built and transported round to the working area via pickup truck
- Operatives will place the trench box into the excavation and proceed to dig and push the box down until the services are reached, again using a mixture of hand and machine excavation.
- Trench sheets and frames will be installed in a similar method, with the frames placed into the trench and sheet piles pitched and pushed in to the ground followed by excavation works.
- Once the services are located operatives will clean away the spoil to expose the crowns clearly.
- Surveyor will attend site to survey the locations and depths of the pipes once confirmation UU are satisfied the backfilling process can commence.
- Granular pipe bedding will be placed directly over the pipework to a depth agreed with UU, 300mm deep unless notified otherwise. No compaction will be required on the pipe bed material.
- MOT fill will then be placed in layers compacting using forward reverse compactor
- Material again will be transported round from the storage compounds using 6ton dumper.
- On completion of the stone fill, tarmac surface will be reinstated, tarmac to be delivered by 7.5ton wagon, placed by hand and compacted using Whackers for the base course and roller for surface course

Note: The second trial hole close to the network rail boundary in the location of the drainage connection will be carried out in the same manner and were practicable on the line of the new shallow drain, however plant selections will have to be agreed following the result of the first trial hole.

Where practicable the shallow pipework to cross over the UU pipework would be installed during the backfill operation to reduce the associated risks of working above UU apparatus for a second time.

Main Phase of the scheme will be subject to UU permission for plan movements around the scheme, currently these RAMS accommodate no restrictions in place

Site clearance

- Due to the existing trees and vegetation a floating cell web system has been proposed by the designers to remove the risk of damaging tree route by excavation, operative may carry minimal site surface vegetation strip that doesn't strip any soils that may expose tree roots, otherwise a weed killer /Herbicide may be used within the extents of the MUGA pitch, if herbicides are to be used, all parties to be made aware of the intention and approval granted by the client and designer prior to commencing, all treated areas to be made secure to prevent no unauthorised access
- The site engineer/manager shall study the service plans & a permit to dig issued prior to carrying out our works with mechanical Excavators including a CAT scan of the work area.

Installation of Drainage – (follow this sequence if the drainage isn't completed during the trial hole works)

- Engineer/Foreman to set out drainage, using laser level to set dig depth and issue permit to dig for works. Shallow drainage runs with known services will have trial holes carried in in locations where services are present to the depth of the excavation proposed.
- Works to be segregated from the live school at all times.
- Drainage to be laid as per drawing/ specification at the correct grade.
- Barriers to be placed around Trench where practicable during excavation
- Excavator (6-9ton) will be used to dig trench in the desired location, stepping back trenches and side casting excavated material suitable for backfill. Surplus material to be transported by dumper (6ton) to agreed location with the main works areas and levelled.
- Dig level reduced to 100mm below underside of drainage invert level. Including the connection point to the existing manhole, operatives will break out or were practicable core drill in to the manhole to accept the new pipe, operatives will remove the manhole lid and break out the existing benching and secure the pipe, mini breakers to be used, new cement benching will be placed to make good the manhole internally, where the biscuit cannot be lifted, confined space equipment must be used under separate SSoW.
- Once the connection is made operatives will proceed excavating the trench away from the manhole
- Any soft spots will be dug out and replace with suitable fill and compacted.
- 100mm of pipe bedding to be placed and levelled at the bottom of the trench and pipework to be installed by hand.
- Joints are to be checked for dirt/ stones before pushing home to ensure a full seal is made.
- Once all pipe works in installed carrier drains will be backfilled with suitable excavated material and topped with clean MOT, filter drains will be filled with clean stone
- Surfacing to the trenches will be by surfacing contractor – Hand lay method will be used delivery wagon will be required to enter the site working area close to the reinstatements

Manhole Construction (location of the manhole to be agreed following confirmation of the UU asset's location):

- Engineer/Foreman to set out position and dig level.
- With reference to Service Drawings – Engineer to CAT Scan all works areas and mark on the ground.
- Issue permit to dig for works.
- Trial holes to be carried out to locate service prior to mechanical excavation.
- If required, an approved temporary works design to be obtained and the temporary works installed and checked before any man access into the excavation
- Shallow installation with stepped sides – operatives will review depth of excavation taking into account the E/O dig for bedding under neath the pipe, if less than 1.2m deep in stable ground operatives may excavate and lay without the requirement to step the excavation, operatives to clear all loose sides to the trench prior to entering, where the excavation exceeds 1.2m max the trench must be stepped to allow a 45deg batter line or stepped equivalent. Operatives MUST assess ground conditions prior to entering the trench. Plant required for this operation would be 6-9ton Excavators, 6ton dumpers

- In conditions of poor ground or where stepped excavation cannot be achieved, propriety shoring equipment will be used for e.g. manhole boxes, sheet pile and frames.
- Temporary works check to be carried out by the Shoring supplier.
- Manhole boxes will be installed by excavating approx. 1.2m deep (dependent on the ground conditions which will be monitored as the excavation progresses, the previously built manhole box will be lifted into the excavation using certified lifting equipment. Once in place the operatives will continue using the dig and push method, excavating the bottom and pushing the box directly down, continuing this until the base formation is reached. Shoring method would require larger excavator for lifting, Min 9 ton but preferably 12 ton Wheeled/ 13ton tracked
- Excavator to dig to underside of base, any soft spots to be removed and filled in with type 1 and compacted.
- A layer of blinding will be levelled to allow a good working area.
- All inlet pipes will be placed and secured.
- The manhole channel will be boxed out / Channel formed before the base is poured up to underside of the first concrete ring.
- While the concrete is wet the first ring will be placed to ensure a watertight seal is achieved.
- The internals of the manhole will be benched as per the drawing following the grade of the inlet/ outlet.
- The remaining rings/ raising pieces to be to be installed as required to the correct level as per the drawing.
- The manhole will then be backfilled externally up to finished ground level compacting in 150mm layer.
- The frame and lid will be bedded onto the raising piece to finished level.

Laying of edgings

- Engineer will then set out the lines and levels, in areas of no services present and areas of known fill, road pins without points may be used. On areas of services present alternative method of level control will be used.
- Edgings - Operative will lay out edgings along the line of the proposed installation area. Concrete bed will then be laid along kerb line to desired level, Excavators and dumpers will be used to transport materials, Edgings may be placed by hand.

Installation of Geotrack cell web

- Installation as per manufacturer installation guidance as below



GEOTRAX GC® INSTALLATION GUIDE

GeoTrax GC® Installation Guidance

This field guide is provided as an aid to installation in commonly encountered site conditions. Groundtrax accepts no responsibility for any loss or damage resulting from the use of this guide.

1. Prepare the Surface

- Remove the surface vegetation using appropriate hand held tools or herbicide (see Note 1).
- Remove any surface rocks, debris and organic material.
- Create a level surface by filling any hollows with clean angular stone or sharp sand.
- Do not level off high spots or compact the soil through rolling.

2. Lay out the TRP4000™ Non-Woven Geotextile

- Lay out the TRP4000™ over the prepared area, overlaying the edges of the required area by 300mm.
- Overlap any joins by 300mm minimum or more, depending on soil structure (see Note 2).

3. Lay out the Geotrax GC® TRP Cellular Confinement System

- Lay out the collapsed Geotrax GC® TRP on-top of the TRP4000™.
- Place one of the supplied steel re-bar pins into the centre cell at the end of the panel and secure into the ground.
- Pull out the Geotrax GC® TRP to its full 7.41m length and secure its length with another pin.
- Now measure its width to 2.71m and secure in each of the corners with the pins.
- Use 10 pins per panel to create a panel measuring 7.41m x 2.71m.
- This will produce a cell size of 259mm x 224mm which is the required cell aperture. Each cell must be fully extended and under tension.
- Connect adjacent panels together at each cell.

4. Infill the Clean Angular Stone

- The infill material must be a clean angular stone, Type 4/20mm or Type 20/40mm (see Note 4).
- Do not use M.O.T type 1 or crushed stone with fines for tree root protection.
- Infill the Geotrax GC® TRP cells with the clean angular stone, working towards the tree and using the infilled panels as a platform.
- Minimum 25mm overfill of clean angular stone when used in conjunction with a hard surface.
- No compaction is required of the infill. Do not use a whacker plate or other means of compaction.
- Encourage settlement of the stone with the use of a light roller or with 2-3 passes of the construction plant used for installation.
- If the clean angular stone is being used as the final surface; regular maintenance will be required to ensure a minimum overfill of 50mm.

5. Edge Restraints

- Excavations for kerbs and edgings should be avoided within the RPAs.
- Where edging is required for footpath and light structures, a peg and treated timber board edging is acceptable.
- Other options include wooden sleepers, kerb edging constructed on-top of the Geotrax GC® TRP system, plastic and metal edging etc.

GEOTRAX GC® INSTALLATION GUIDE

6. Surface Options

- All surfaces in Root Protection Areas must be porous. Surfaces can include porous block paving, porous asphalt, loose gravel, grass and gravel retention systems (e.g CellPave), resin bound gravel, concrete and astro turf.

NOTES

1. Herbicide: According to BS5837:2012 "The use of herbicides in the vicinity of existing trees should be appropriate for the type of vegetation to be killed, and all instructions, warnings and other relevant information from the manufacturers should be strictly observed and followed. Care should be taken to avoid any damaging effects upon existing plants and trees to be retained, species to be introduced, and existing sensitive habitats, particularly those associated with aquatic or drainage features."

2. Geotextile: We recommend the installation of a TRP4000™ under the Geotrax GC® TRP, or under the sub-base, if installed. The overlapping between adjacent rolls of Geotextile should be: CBR > 3%: 300mm minimum, CBR between 1% and 3%: 500mm minimum. CBR ≤ 1%: 750mm minimum.

3. Connectors: Number of connectors per panel = 29

4. Granular Fill: Open graded sub-base, clean angular stone Type 4/20 or Type 20/40. Please refer to BS7533-13:2009

Installation of MOT

- Where practicable 8-wheel wagons would be used to deliver the material directly to the works area out of hours or scheduled outside pick up and collect or play times, if this cannot be achieved material to be delivered to the storage areas in the compounds and loaded onto 6 ton dumpers and transported to the works area when the access route isn't in use.
- Imported MOT is placed onto the excavated surface and compacted in 1 single layer to a depth of 150mm.
- Excavator will level out the material to minimise operatives carrying out manually.
- Final trim to level may be carried out by hand.
- The ops will then proceed to compact the aggregates by using plate compactors or in large areas by ride on roller.

Installation of fencing

- The fencing to be installed is surrounding the MUGA pitch, one side of the fence line is approximately 4.5m away from the Rail network boundary fence, this must be taken into consideration whilst working close to the boundary
- A segregating Heras fence will be in place to ensure no plant and equipment will strike the railway boundary fence.

- Dependant on ground conditions, operatives may use a number of methods to excavate the post holes this can be by hand, post auger or excavator, these holes are expected to be 400mmx400mmx900mm deep but may change during design or ground conditions.
- Concrete post will be placed and the hole and secured with post Crete, to prevent the post falling towards the railway these posts will be installed with the operative stood with their back to the boundary fence and lifted in to the hole, the operative stabilizing the post must remain holding the post until the post Crete has set, it is also noted that the fence post may be held in place using excavator with strap securing the post, but care is to be taken to not damage the post with the sling.
- Posts will be set plumb and to set gaps between the posts to accommodate the panels.
- Mesh panels to be installed by hand for the lower sections of the fence, operatives will be at ground level, once the higher panels are to be installed access equipment is to be used, operatives must ensure the fence panels cannot fall while being lifted, and no packaging to be left on the panels to allow wind to pass through the fence panel, multiple operatives to install the panels to ensure these panels don't fall, prior to moving to the next panel all fixings must be secure.
- It is important that these panels do not encroach the network rail boundary, with the panels specified as mesh type, wind will not be a problem for blowing the panels etc, however should any fencing details change prior to installation all methods will be reviewed and amended to suit.

Surfacing works

These works will be carried out by a nominated contractor under separate cover, however the large surface area of the MUGA pitch will require a Berber Green paving machine approximately 15ton in weight unloaded delivery wagons 8 week circa 32 ton will be required to access the working area via the access route

Lining Works

These works will be carried out by a nominated contractor under separate cover, Lining wagon will be required to access the Muga pitch to carry out the intended duties – wagon will be up to 32 ton in weight

13.0 Appendices *(Examples)*

13.1 COSHH Assessments:

See COSHH file

Risk Matrix

Risk Rating Likelihood (L) X Severity (S)			Severity should an accident occur (S)				
			1	2	3	4	5
			Negligible Impact or personal injury	Slight Minor injury, damage or business impact	Moderate Lost time injury Moderate damage or business impact	High Fatality, serious injury, damage or business impact	Very high Multiple fatalities, serious injuries, damage or business impact
Likelihood of hazard occurring (L)	1	Very unlikely A n unusual combination of factors would be required for an accident or incident to occur	Low	Low	Low	Low	Low
	2	Unlikely A rare combination of factors would be required for an accident or incident to occur	Low	Low	Low	Medium	Medium
	3	Possible Could happen if a combination of accidental factors are present	Low	Low	Medium	High	High
	4	Likely Not certain to happen but additional factors may result in an accident or incident	Low	Medium	High	High	High
	5	Very likely Almost inevitable that an accident or incident would result	Low	Medium	High	High	High

Risk Level = Severity x Likelihood

Low Risk (Score 1-6)	Work may proceed providing specified controls are carried out to ensure principle of "As Low As Reasonably Practicable" (ALARP) is followed
Medium Risk (Score 8-10)	Consider revisiting the methodology to reduce risks, task may only proceed after consultation with specialist personnel and or HSE team

**IMS : Health & Safety System
Risk Assessment and Method
Statement**

High Risk (Score12-25)

Task may not proceed, revisit methodology to reduce risks to acceptable levels

IMS : Health & Safety System Risk Assessment Method Statement

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Risk Assessment Worksheet

RAMS reference number: 001

Date Compiled: 12/09/2024

RA team: Anthony Ashton, Graham Curtis, Harry Maher

Work scope covered by this document: Alma Park Primary School

Hazard	Persons Affected	Risk Rating Before controls			Control measures (List the control measures required to eliminate or reduce risks to an acceptable level)	Risk Rating After controls		
		L	S	R		L	S	R
Pre-Start Activities								
Interface with other general public, live School	Injury to Site Personnel &/or Public	5	4	20	- Enhanced DBS checks carried out - All site operatives and visitors to be made aware of Alma park specific site rules. - Maintain all footways and maintain works areas. - Access routes to be agreed and maintained, all operatives to be briefed daily on plant movements and notified of any potential changes - Works areas to be checked at the end of shift to ensure all fencing security is in place - Ensure public rights of way are maintained and protected were necessary - Erect suitable warning signs and highlight deliveries and plant crossing point. - Operatives to be inducted prior to works being carried out. - Ops to be briefed on the daily Hazards and changes throughout the contract. - Operatives to remain polite and direct any members to the public to the site management if required - No open Excavations to be left unattended at any time. - Full clipped fencing to be erect out of hours. - No plant to be left running whilst unattended	1	4	4
Working in close proximity of Railway network boundary	Damage to network boundary, potential encroachment to track	3	5	15	- Boundary fence not to be used as the works segregation fencing, Heras fence to be put in place between the working area and boundary fence, this should leave adequate working space to allow operatives to pass. This fence should be secured to prevent movement during the works - Operatives to ensure the boundary fence is no impact with materials, methods of placing material should fail safe the fencing, for example, installing the fencing with plant and equipment to secure while concrete cures or fixing are complete.	1	5	5

IMS : Health & Safety System

Risk Assessment Method Statement

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					- Place access equipment outside the Muga and inside the segregation fence to form a physical barrier to prevent materials falling towards the network. - Suitable plant to be used for the intended purpose of the works. - Monitor weather, not lifting material during high winds. - Excavations to be agreed via the designers and networks rail			
Working with close proximity of UU Assets	Persons involved in task, School and local residents, surround area water supplies	3	5	15	- SSoW to be agreed with the utility owner - Permit to dig to be issued and implemented during the works, operatives to be briefed fully on the procedures agreed. - Safe digging techniques to be followed during the works - UU asset representative to be present during he works - Mixture of hand and mechanical excavation to be undertaken to ensure no damage to the asset - Any signs on water or vibrations form the main the area must be evacuated for further review - Operative to take care whilst installing shoring to level, push shoring small sections at a time - No compaction equipment directly on the assets granular fill pipe bedding to be used to a level satisfactory with UU	1	5	5
Inadequate training or competence	Persons involved in task	3	3	9	- Managerial and supervisory staff to have suitable training (e.g. - SMSTS / SSSTS) - Plant operatives to hold valid CPCS card or equivalent - General operatives to hold valid CSCS skill card - Personnel to be familiar with equipment and tasks or receive suitable training	1	3	3
Inadequate knowledge of task and impacts	Persons involved in the task	3	3	9	- Review RAMS document and obtain sign off from work crew members - Carry out daily task briefing before work commences (review performance) - Ensure all work permits and permissions are in place before work commences - Ensure suitable and sufficient sketches and drawings are included in work pack - Supervisor to explain tasks required at the work location before work commences - New team members to be briefed before commencing work for first time	1	3	3
Inadequate supervision / communications	Persons involved in the task	3	3	9	- Work crew to have regular contact with first line supervisor - Supervisor to visit work site regularly during the shift - Work crews to be briefed on emergency response procedures - Work crews to have agreed method of communication for problems / emergencies	1	3	3
Inadequate TM & PM	Site personnel /members of the public/drivers	3	4	12	Only Trained and competent NSRWR/SWQR operatives to install Traffic and Pedestrian Management supervised by a trained and competent NRSWR/SWQR supervisor.	1	4	4

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Contact with buried underground services	Persons involved in the task/service providers	3	5	15	- Obtain up to date underground services drawings - Carry out scanning to locate underground services (CAT / GPR scans) - Mark underground services on surface to warn excavation crew of presence - Issue and work to the conditions defined in "Permit to dig/break ground" - No mechanical digging within 500mm of known service, hand dig with care only - No use of pointed tools such as picks and bars in close proximity to services	1	5	5
General site operations								
Slips, trips and falls	Site personnel	3	3	9	- Use designated site walkways to gain access to work location - Walkways to be kept free of trip hazards, plant and materials - Supervisors to review access to assigned work stations as work progresses - Isolate excavations and hollows from general access - Clean boots before using ladders in muddy conditions - Install safe access to work stations and into excavations - Supervisors to monitor housekeeping standards daily	1	3	3
Contact with moving plant and machinery	Site personnel	3	4	12	- Segregate personnel movements from plant movements on all access routes - Install designated crossing points on access walkways - Install suitable and sufficient signage to warn of heavy plant movements - Install adequate speed limit signage and monitor compliance - Isolate heavy plant movements and limit access to authorised persons only - Isolate cranes and MEWPS with hard barriers from general work area, restrict access - Provide vehicle banks men if drivers visibility is compromised - Ensure mobile plant have full complement of mirrors and vision aids	1	4	4
Adverse weather	Site personnel	3	3	9	- Monitor 5 day weather forecast and make suitable adjustments to reflect impacts - Monitor site and cease work activities if site is flooded, snow bound or iced over - Cease work at height during periods of high average wind speeds - Ensure mitigation measures are in place before arrival of adverse weather fronts - Ensure workforce are issued with suitable foul weather clothing for predicted conditions - Ensure welfare facilities are suitably weather proofed (rain / snow / freezing)	1	3	3

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Defective plant	Plant operatives / general site workforce/public	3	4	12	- Plant owners to have up to date maintenance records for machines - Plant operatives to carry out and record daily pre start safety checks - Emergency stops were fitted to be tested daily or upon take over - Mobile plant to be removed from service if safety critical defects are noted	1	4	4
Excavator strikes person	Banksman / persons in vicinity	3	4	12	- Restrict access to authorised persons within the working radius of the Plant - Plant to maintain 360 vision (mirrors working and set) - Hazard beacons to be operating when machine is operating - Persons to gain permission of plant operative before approaching working plant - Banksman to position himself in full view of the plant operative when banking machine - Plant operator to be alert to blind spot caused by boom arm when turning / loading - The use of mobiles in cab when engine is running is illegal	1	4	4
Person struck by falling objects	Banksman pedestrians / site workers	3	4	12	- Excavator operator not to overload Buckets/lifting attachments with materials. - Drivers to observe site speed limits and corner at appropriate speeds. - loading areas to be clear or banked during loading operations. - Segregate haul routes to spoil depositories were feasible.	1	4	4
Plant or equipment overturns	Plant operatives / persons in vicinity of works	3	4	12	- Machinery not to drive close to unsupported edges of excavations. - Plant operatives to take due account of cross slopes in direction of travel. - Define ramp and unsupported edges with kerbs or stop logs if of significant height. - No travelling with Buckets raised after loading/lifting operations. - Plant without cabs to have installed rollover protection (ROPS). - Check pneumatic tyre pressures weekly and maintain recommended inflation pressures.	1	4	4
Unexpected movement of plant or machinery	Plant operatives / persons in vicinity of works	3	4	12	- Plant and machines to have hand brake applied when parked or not in use. - Supplement handbrake with chocks when stopped on steep slopes. - Do not leave engines running when machine is unattended. - Excavator drivers to lower dead man handle when demounting from machine. - Plant operators to be alert to soft spots and settlement in proximity of excavations. - Plant operators to secure and remove keys from plant when left unattended. - Plant to be parked up in an agreed designated secure area.	1	4	4
Cuts and abrasions	Operatives / others in work area	3	3	9	- Operatives to wear suitable gloves when handle materials. - Beware of steel binding wires on bundles of materials and discard to safe location when released. - Ensure stored material does not intrude into designated walkways.	1	3	3

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Nip and crush injuries	Operatives / slinger signallers	3	3	9	- Do not run lifting chain links through hands during lifting or lowering operations. - Do not handle lifting chains / wires until weight comes off. - Allow bundles to settle before detaching lifting accessories / chains. - Land re-enforcing steel bundles on kickers to allow safe removal of chains / wires. - Lifting activities to be controlled by trained and competent person. - Use tag lines to control load and minimise crush / nip potentials.	1	3	3
Falling objects	Operatives / others in work area	3	3	9	- All lifting accessories to be inspected (6 monthly). - Lifts to be controlled by a trained and competent person (slinger / signaller). - Do not use webbing slings to lift steel bundles (unless protectors are used). - Double wrap chains or wires when lifting steel bundles. - Remove all small or unsecured items from loads before lifting. - Warn others in proximity of lifting operations and remove from below lift. - Lift links and small items in designated stillages.	1	3	3
Manual handling injuries	Operatives	3	3	9	- Use mechanical means to lift materials where practicable. - Site materials close to work points to reduce travel distances when carrying. - Persons to lift within capability or seek assistance from others. - Avoid lifting and twisting manoeuvres, complete vertical lift of load then turn.	1	3	3
Fires and injuries from power saws and grinders	Operatives / others in vicinity of works	3	3	9	- Avoid hot works is feasible i.e. use electric croppers or bolt cutters. - Obtain "Hot works permit" and comply with permit conditions before work commences. - Power saws and grinders to be used by trained and competent persons. - Abrasive wheels to be changed by trained persons (Abrasive Wheels regs). - Erect screen to limit ejection stream from cutting wheels. - Compulsory PPE – High impact eye protection and cut resistant gloves. - Do not use grinding wheels for cutting applications.	1	3	3
Failure of lifting accessories	Slinger signaller / site operatives	3	4	12	- Type and WLL of lifting accessories to be shown on rigging study sketch. - Lifting accessories to have valid colour code tag (6 monthly inspection regime). - Use designated lifting accessories and lift points for system formworks. - Rigging attached to forms by trained and competent persons only.	1	4	4
Falls from height	site operatives	3	4	12	- Install work platform and edge protection as early as possible in excavation sequence. - Work platforms to be installed and inspected by trained and competent persons. - Ladders to be secured and inspected as per statutory requirements. - Do not use temporary hop ups on elevated work platforms.	1	4	4
Wet Concrete (Caustic Burns)	site operatives	3	4	12	Operatives to wear impervious clothing to avoid contact with wet concrete.	1	4	4

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					- Operatives to wear glasses, wellingtons, rubber gloves and knee pads if kneeling in concrete. - Wash off wet concrete on skin with plenty of water (caustic burns risk). - Eye wash facility to be available close to concreting gang during pour. - Wear PPE at all times.			
Operating plant and vehicles on live highway.	Injury to Site Personnel &/or Public Collisions with public vehicles Damage to Plant and machinery	4	4	16	- Wear PPE at all times. - All plant usage on the public highways to be agreed with the PC. - Plant and Machinery required for road use must be road worthy and relevant plates, tax, and insurances in place - Operatives to hold current driving licence to enter the road space. - Operatives to be briefed on traveling along the highway - Prior to entering the highway adequate space must be allowed prior to pulling out, operatives to be aware that site plant usually will not reach speeds of standard road vehicles. - Operatives to give way to pedestrians and road users. - Plant inspections to be carried out prior to use - Flashing beacons and indicators to be used at all times. - Plant operatives to ensure dumpers are not overloaded so that it obstructs driver view in front.	1	4	4
Potential Environmental Impact(s)								
Refuelling mobile plant	Environment	3	3	9	- Do not leave refuelling hoses unattended during operation. - Mobile fuel bowzers to have portable spill kit. - Clean up spills immediately to prevent spread of contamination (use absorbents). - Do not refuel plant on unmade ground if possible.	1	3	3
Lubricating oils and greases	Environment	3	3	9	- Absorb lubricating / Hydraulic oils using absorbent granules or pads. - Dispose of used grease tubes / tins as hazardous waste or return to workshop.	1	3	3
Disposal of contaminated absorbents	Environment	3	3	9	- Place contaminated absorbents into plastic bags and seal. - Dispose of contaminated materials as hazardous waste - Return all waste to Burn farm for disposal.	1	3	3

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Noise exposure (plant)	Work crew / general workforce	3	3	9	▪ Source low noise output machinery were practicable. ▪ If noise levels exceed 80 dba post signs and make hearing protection available. ▪ If noise levels exceed 85 dba post signs and introduce compulsory hearing protection. ▪ Route general site workforce away from high noise activities if practicable. ▪ Erect noise screens to minimise exposure to public or general site workforce.	1	3	3
Contact with hazardous substances COSHH	Work crew /general workforce	3	3	9	▪ Material Safety Data Sheets and COSHH risk assessments for all substances that may cause issues must have been read/briefed and signed up to.	1	3	3
Badgers	Protected species				If badgers are encountered all works to cease immediately and client notified.			

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Subject: Identify Activity Stage(s) briefed

All aspects including COSHH

This is to certify that the persons named below have been briefed in respect of the contents of the specified stages of this RAMS this Method Statement / Risk Assessment document that they agree to work safely in compliance with the identified controls.

Briefing By:		Attendees			
Name	Date	Name (Print)	Sign	Employer	Position / Role

Notes:

Guidance for briefing – Brief relevant Stage(s) of MS/RA with the work crew before first commencement of the works or as individuals join an existing team, obtain signatures from team members to confirm that they have understood and agreed with the contents of the document.
File original copy in the method statement file for audit purposes.