Pre- Construction Health & Safety Plan for:

CREATION OF 3NO. MUGA PITCHES

Alma Park Primary School,
Errwood Road,
Levenshulme,
Manchester,
M19 2PF

Client

Alma Park Primary School,
Errwood Road,
Levenshulme,
Manchester,
M19 2PF

PRINCIPAL DESIGNER

Studio OL3 Architectural Design Ltd

Unit 7 Whitegate Business Centre,
Jardine Way,
Chadderton,
Oldham,
OL9 9JT

t 0161 511 0078

ISSUE **320-01 / PCHSP / 01**

DATE ISSUED **SEPTEMBER 2024**

In compliance with the Construction (Design & Management) Regulations 2015. Alma Park Primary School appointed Studio OL3 as Principal Designer for this project.

The Contractor is informed that this Pre-Construction Health and Safety Plan is drafted in compliance with the requirements of the Construction (Design and Management) Regulations 2015

It identifies the significant health and safety management issues within the contract such that the contractor can adequately resource these issues in addition to the health and safety management aspects of the contract which a competent contractor would ordinarily resource under the Health and Safety at Work etc., Act 1974 and associated legislation.

The Pre-Construction Health & Safety Plan provides the basis from which the Principal Contractor will prepare the Construction Phase Health and Safety Plan, developing the issues raised to the -person who may be affected by the works are protected against injury and risks to their health.

The Construction Phase Health & Safety Plan must be sufficiently developed to the satisfaction of the Client **prior to commencement of construction works**.

The Pre-Construction Health & Safety Plan has been compiled from relevant information provided by the Client and the Design Team.

The Client has provided available information on the existing site/premises. Designers have provided information regarding risks, which cannot be avoided and will have to be controlled by the Principal Contractor and other Contractors.

As collator of this information Studio OL3

- **Do not accept** any responsibility for the accuracy of the documents provided by others,
- Do not have any liability or responsibility for the design of the project or the specification or choice of materials or methods of construction used in the project.

The following Appendices are to be referred to when considering this document.

A **CLIENTS CONTRACTORS' RULES**

B **ASBESTOS SURVEY**

C **GENERAL ARRANGEMENT DRAWING**

1 DESCRIPTION OF THE PROJECT

1.1 Location

The works are located at:
Alma Park Primary School,
Errwood Road,
Levenshulme,
Manchester,
M19 2PF

1.2 Project Description

INSTALLATION OF 3NO. MUGA PITCHES.

The design and works can be considered as traditional construction techniques / methods.

1.3 Programme Details

Commencement	TBC
Completion	6-week contract period

1.4 CDM – Main Duty Holders

Client	Alma Park Primary School
Lead Designer	Studio OL3 Ltd.
Principal Designer	Studio OL3 Ltd.
Principal Contractor	Rowan Ashworth Ltd.
Other(s) Appointed	
Contract Administrator	Studio OL3 Ltd.

1.5 Existing Records

1.5.1 The general arrangement of the area of the project works, accommodation and access routes are as is illustrated on the tender drawings.

1.5.2 No structure Health and Safety File is available for the existing structures on site or the infrastructure.

1.6 CDM Notification / Details

The Pre-Construction Health and Safety Plan was prepared by: Studio OL3

Initial F10 Issued TBC

Additional F10
Not Applicable

2 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.1 Structure and Organisation

2.1.1 The headteacher is the ultimate daily authority within the curtilage of the site and nominated as Project Liaison Person on behalf of the school.

The Client will be assisted by the client appointed Contract Administrator throughout the term of the project, **THE CONTRACT ADMINISTRATOR DECISION IS BINDING IN RELATION TO PRIORITISING OF PROCEDURES**

2.2 Safety Goals

2.2.1 The client seeks to achieve within their operations.

- *No accidents at all*
- *The highest possible standards of safety management*

All contractors on site will be expected to set and achieve the same standards.

2.3 Permits and Authorisations

2.3.1 The Principal Contractor is required to issue contractors identification badges to all contractor's staff, operatives and visitors to who they give authorisation to enter the construction zones.

This identification must be carried and openly displayed at all times.

2.3.2 A Permit to Work system is required for:

- ***Hot Works***

- ***Works on live Electrical Equipment***

The appointed contractor is to set out his proposals for operating and maintaining Permit to Work Systems within his developed Construction Phase Health and Safety Plan

2 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.4 Construction Phase Plan

THE CONSTRUCTION PHASE HEALTH AND SAFETY PLAN DEVELOPED FROM THE PRE-TENDER HEALTH AND SAFETY PLAN MUST BE SUBMITTED TO THE PRINCIPAL DESIGNER NOT LESS THAN ONE WEEK BEFORE THE PROPOSED DATE FOR STARTING OF THE CONSTRUCTION WORK (including site set up work and any enabling work)

NO CONSTRUCTION WORK IS TO COMMENCE UNTIL CONFIRMATION HAS BEEN RECEIVED IN WRITING ON BEHALF OF THE EMPLOYER THAT THE CONSTRUCTION PHASE HEALTH AND SAFETY PLAN IS DEEMED SUITABLE IN COMPLIANCE WITH REGULATION 15(4)

The construction phase health and safety plan to be submitted must include the following:

2.4.1 Description of the project

- Project description and programme details
- Details of client, designers, planning supervisor and other consultants
- Extent and location of existing records and plans

2.4.2 Communication and management of the work

- Management structure and responsibilities
- Health and safety goals for the project and arrangements for monitoring and review of health and safety performance
- Arrangements for:
    - Regular liaison between parties on site
    - Consultation with the workforce
    - The exchange of design information between the client, designers, planning supervisor and contractors on site.
- Handling design changes during the project
- The selection and control of contractors
- The exchange of health and safety information between contractors
- Security, induction and on-site training
- Welfare facilities and first aid
- The reporting and investigation of accidents and incidents including near misses
- The production and approval of risk assessments and method statements

2 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.4 Construction Phase Plan (continued)

2.4.3 Arrangements for controlling significant site risks

Site Rules

The Contractor must provide within the developed plan his site-specific site rules which must incorporate in word and meaning those rules set out in the Building Owners Rules

A copy of which will be made available by the chosen principal contractor.

Fire and Emergency Procedures

The Contractor must provide within the developed plan a fire risk assessment and co-ordination drawing.

This information should be forwarded to the Project Supervisor NOT LESS THAN ONE WEEK BEFORE THE PROPOSED DATE FOR STARTING OF THE CONSTRUCTION WORK (including site set up work and any enabling work)

The information provided will be assessed using the following criteria.

- The requirements of the MHASWR 99 and the Fire Regulations 91 are acknowledged and met.
- That the fire risk assessment made of the workplace, considers.
    - all contractors,
    - other contractors working within the building.
    - all others who may be affected by a fire, and
    - that adequate provision has been made for peoples with disabilities
- That the proposals provide and maintain such fire precautions as are necessary to safeguard those who use this workplace
- Proof is provided of adequate information, instruction and training being to your employees about the fire precautions in this workplace.
- That you have identified adequate controls for the significant findings of the RA

Safety Risks:

- Services including temporary electrical installations
- Preventing falls
- Work with or near fragile materials
- Control of lifting operations
- Dealing with services within the structure
    - water
    - electricity
    - natural gas
    - pressurised gases
- The maintenance of plant and equipment
- Traffic routes and segregation of vehicles and pedestrians – within public areas and car park,
- Storage of hazardous materials
- Accommodation adjacent land use
- Other significant safety risks

2 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.4 Construction Phase Plan (continued)

2.4.3 Arrangements for controlling significant site risks

Health Risks

- Manual Handling
- Reducing noise and vibrations

2.4.4 The Health and Safety File

The Principal Contractor will be required to provide two copies of the Project Health and Safety File –

- Copy one will be left on site with the Clients representative to be incorporated in the Structure File
- Copy two will be forwarded to Contract Administrator as a separate Project Specific document which reflects the;
    - works undertaken,
    - duty holders,
    - residual risks and
    - other elements as suggested by the current Approved Code of Practise

Information provided should be in both electronic and hard copy. All hard copy must be provided in a format that can be stored in A4 filing wallets.

All information should be stamped with your company name, carry the contract name and be referenced.

The format and content of all information / operation / O+M manuals must be agreed prior to formation with the relevant - client appointed consultant who is required to certify the information provided as adequate prior to issue.

Any 'As-Constructed' / ‘Record Drawings’ must be an accurate reflection of the work, in the event that dimensions, or descriptions are not truly accurate the drawing should be annoted as 'schematic' so as not to mislead any person making use of this information.

Until all information is received the Principal Contractors contractual duties have not been completed and the Contract Administrator will consider this when reviewing valuation and payment.

2.5 Emergency Procedures

2.5.1 In the event that the emergency siren being sounded all individuals will vacate the premises and assemble at the designated muster point which will be allocated by the client at the prestart meeting

IN THE" EVENT OF A SERIOUS ACCIDENT, DANGEROUS OCCURRENCE OR FIRE IMMEDIATELY:

2.5.2 *1. Cease work activities.*
2. Telephone the emergency services (Ambulance/Fire/Police telephone number:
999
3. Alert the first aider.
4. Evacuate site and report to muster point.
5. Inform the site manager.
The first aid box will be located in the site cabin.

Nearest Accident and Emergency Unit:
Manchester Royal Infirmary,
Oxford Road,
Manchester,
Greater Manchester,
M13 9WL

Phone number for this organisation is: 0161 276 1234

In case of Emergency involving a serious environmental incident contact:

Environmental 24hr Help line 080080 70 60 *(Pollution incident)*
In case of Emergency involving Utility equipment, contact:
Gas: Transco Tel: 0800 111 999
Electricity: United Utilities Tel: 0800 195 4141
Water: Severn Trent Tel: 0800 783 4444
Telecom: BT Tel: 0800 150 111

2.6 Clients Rules

The existing environment is controlled by the school and is subject to the Generic Safety Rules of Alma Park Primary School, Errwood Road, Levenshulme, Manchester, M19 2PF

2 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.7 Activities on or adjacent to the site:

The contractor should note that the works are to be carried out in an active school environment.

The normal working day of the school is:
08.00hrs to 16.30hrs Monday to Friday

Other working hours will be undertaken as required; the Contractor will be informed by Alma Park Primary School of any changes.

During the period of the works there will be in the immediate vicinity of the works Pupils and staff of Alma Park Primary School who will require access to the adjacent building areas.

Contractors should note that Alma Park Primary School operates an Equal Opportunity Policy, no person is restricted access to the buildings. During the term of the works the building will be open to employees, students and visitors, all must be considered as members of the public when risk assessments are being prepared.

Alma Park Primary School may at times during the period of the works engage maintenance contractors to work upon the occupied School buildings, The Principal Contractor must ensure that the safety management principles set out in this plan are developed to encompass such work and control any hazard they may introduce to the structure.

Defined car parking areas and a delivery vehicle access route must be agreed with the school. This route must be maintained during the works; any alterations or restrictions must be agreed with the school.

Temporary site accommodation is limited; the principal contractor will be required to agree any requirements with the school.

2 CLIENTS CONSIDERATIONS AND MANAGEMENT REQUIREMENTS

2.8 Liaison arrangements between the parties

The contractor shall liase closely with Contract Administrator in relation to the programme of construction works and normal occupation and operation of the school.

The contractor is to attend, **if required** a daily co-ordination meeting to inform the Clients Nominated Liaison Person of the contractor's daily work programme and of any hazards this might create.

Clients Nominated Liaison Person is:

As named at Pre-Start Meeting **t** Mr Richard Williams (Headteacher)

The Contract Administrator (CA) is:
Studio OL3 Architectural Design Ltd **t** 0161 511 0078

Principal Designer is:
Studio OL3 Architectural Design Ltd **t** 0161 511 0078

2.9 Security Arrangements

Parking of the Contractor's and employee's vehicles is only allowed in the areas under the control of the Principal Contractor, this construction zone must be set out in the Construction Phase Plan and be agreed with the school.

All contractor's operatives, staff and visitors shall display their contractor's identification pass at all times.

2.10 Welfare

Adequate and sufficient welfare facilities based upon the nature and type of work to be undertaken and the numbers employed must be provided by the contractor engaged in accordance with the Construction (Health, Safety and Welfare) Regulations

3 ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS

3.1 Boundaries and Access

3.1.1 The contractor is required to define his required work areas on a 'Construction Zone Phasing Plan' for each section / phase of the works.

These zones will be considered as construction areas and be under the total control of the Principal Contractor, who is the ultimate authority for the co-ordination and management of Health and Safety within these identified construction zones.

The Principal Contractor must provide adequate signage and means of demarcation to identify these zones to both the building usurers and contractors.

The contractor's arrangement for allowing only authorised access to these construction zones must be set out within the Construction phase plan

The Contractor should note that;

- storage areas for contractor's plant, materials, skips etc.
- temporary site welfare and accommodation areas
- plant and switch rooms used for controlling building services

must be adopted as construction zones and be included on the 'Construction Zone Phasing Plan' and so all safe systems of work

3.1.2 Designated access ways at each stage will be from St. James Street.

A timetable for access of delivery vehicles must be agreed with the school. All proposals must be set out in the Construction Phase H+S Plan

Surrounding the site there is Residential property including public footpaths and roads which must be considered by the principal contractor and all actions needed to provide adequate protection must be provided.

3.2 Adjacent land uses

3.2.1 Other school buildings and open areas along with adjacent residential estate.

3.3 Existing storage of hazardous materials

3.3.1 Consult Alma Park primary School – non-known at this time.

3.4 Location of existing services

3.4.1 The existing premises is known to have all main services, their service location is at present unknown and must be established before excavation works commence:
Gas
Water
Electricity
Telecom
Data
Foul Drainage
Surface water Drainage

3 ENVIRONMENTAL RESTRICTIONS AND EXISTING ON-SITE RISKS

3.4.2 ALL SERVICES ARE TO BE TREATED AS LIVE UNTIL PROVEN OTHERWISE

3.4.3 ALL SERVICES ARE TO BE ISOLATED PRIOR TO ASSOCIATED WORK

3.4.4 All service isolation positions are to be identified prior to commencement of works, after consultation with the Project Team the contractor is required to mark their positions on a site plan.

3.5 Ground conditions

The scope of works requires the excavation of standard strip foundations and isolated pad foundations This design is based upon the information provided by recent Site Investigation Bore Holes a copy of which is available from the Contract Administrator and the design of the Structural Engineer.

3.6 Existing Structures

3.6.1 Works are within a school premises and all adjacent buildings that will be affected by the construction works are identified on the tender drawings.

3.7 Existing structures hazardous materials

3.7.2 Contaminated land

There is no known contamination of land on this site.

The client's operation does not knowingly discharge or tip elements that would contaminate the ground.

3.7.3 Health risks arising from client's activities

The design team does not consider the client's activities to be a health risk to the contractors engaged

4 SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS

4.1 Design assumptions and control measures

It has been assumed by the Design Team that the appointed contractors will be competent to undertake the type and nature of work required by the contract design.

If requested Risk Assessment and Method Statements must be provided to the Contract Administrator / named Designer at least 14 days prior to the works being commenced.

The following issues have been identified by the Design Team as generic to this type of work and are listed for special attention and guidance

Construction Work Zones – it has been assumed that the contractors will clearly set demarcation barriers and provide adequate signage to establish the construction zones and that any hazard introduced to the construction zone will be assessed and adequately controlled.

Manual / Mechanical Lifting – it has been assumed that the true weight of any plant / equipment / structural elements / materials / arisings will be established and fully considered by risk assessment before the method of lifting is finalised.

Structural Stability and Integrity – the appointed contractor will be required to design all temporary support as necessary to provide and maintain the structural stability and integrity of the structure as the works require. Alternatively, advice must be sought from the Structural Engineer.

All built adapted brick / block pillars will be allowed to achieve structural integrity before receiving loadings.

4.2 Design liaison

4.2.1 Design alterations to be referred back to the Contract Administrator and the Consultant designer:

The Contract Administrator (CA)is:
Studio OL3 Architectural Design Ltd **t** 0161 511 0078

4.2.2 Design alterations **which impact on Health and Safety** must also be referred to

Principal Designer is:
Studio OL3 Architectural Design Ltd **t** 0161 511 0078

4.3 Significant and principal risks:

4.3.1 These include:

- Congestion within school grounds of an active School caused by the construction activities
- Congestion / increased traffic in the immediate vicinity and at the junction of the service road with Seal Road.
- Use of Emergency Escape Routes for access to the site
- Work adjacent to public footpaths and roads.
- Manual handling of equipment without product data / weight guidance
- Lifting Operations generally

4 SIGNIFICANT DESIGN AND CONSTRUCTION HAZARDS

4.4 Materials requiring particular precautions:

4.3.1 No material has been specified / identified that a competent contractor should need advice on from the design team

4.3.2 **All materials are to be stored and used in accordance with manufacturers' instructions and corresponding COSHH assessments**

4.5 Unforeseen Hazards

In the event of any unforeseen hazards or eventualities being discovered during the construction phase, the Principal Contractor must cease work immediately, take all necessary precautions to ensure the health and safety of persons and, without delay, advise the Planning Supervisor, the Designers and any other appropriate relevant authority of the hazard

4.5 Contractor Design

The scope of works does not require the Principal Contractor to undertake design works other than –

- *Contract Works*
  - *Roof construction works*
    - *Final routing of containments*
    - *Cabling*
    - *Pipework etc*
- *Temporary works –*
    - *Propping and shoring to maintain structural stability*
    - *Lifting / Placement of Roof Trusses*
    - *Erection of external hoardings / fences*

In the event that the scope changes the planning supervisor must be immediately informed so that the procedure for appraising design in accordance with the CDM Regulations can be established.

	SITE BOUNDARY TO GENERAL PUBLIC ***Works in close proximity to the*** ***- General Public***	*General public entering the Construction Zone*	*All risks associated listed within this log* *Injury to* *Clients Employees* *Pupils and visitors –* *General Public* *Visitors*		√	*Construction Zones to be identified and Client informed* *Provide adequate fence / barrier to secure site and restrict access* *Consider phasing of work to erect contract works / consider adequacy of this fence for the control of risks presented by the works* *Principal Contractors representative on site to meet regularly with Clients nominated person* *Construction Zones to have adequate demarcation and signage.* *Due care and attention by contractor to housekeeping*	*Principal Contractor*

	WORK WITHIN CURTILAGE OF A SCHOOL ENVIRONMENT *Works in close proximity to the Clients Employee, Pupils and Visitors* *- General Public*	*General public entering the Construction Zone*	*All risks associated listed within this log* *Injury to* *Clients Employees,* *Pupils and visitors –* *General Public* *Visitors*		√	*Construction Zones to be identified and Client informed* *Co-ordination of works with CA and clients nominated person* *Principal Contractors representative on site to meet regularly with Clients nominated person* *Construction Zones to have adequate demarcation and signage.* *All work tasks to be assessed and adequate control measures used* *Due care and attention by contractor to housekeeping*	*Principal Contractor*
	WORK WITHIN CURTILAGE OF A SCHOOL ENVIRONMENT *Access and egress / movement of plant and materials / arisings*	*Obstruction of Access / Egress Emergency Escape Routes*	*Slips Trips and Falls* *Fire* *Injury to* *Contractors* *Clients Employees* *,* *Pupils and visitors –* *General Public* *Visitors*		√	*Due care and attention by contractor to housekeeping* ***No material to be stored in Emergency Escape Routes.*** ***Access for Emergency Vehicles to be maintained*** *Principal Contractors representative on site to review and update fire plan* *Co-ordination of works with CA and Clients nominated person* *Adequate and Suitable Signage*	Principal Contractor

	WORK WITHIN CURTILAGE OF A SCHOOL ENVIRONMENT ***Deliveries, movement of materials plant, equipment etc.*** ***Ready Mixed Concrete / pumped floor slab***	*Use of Public Highway to Marshall Road Vehicles* *Work task outside of the identified Construction Zone*	*Road Traffic Accident* *Vehicle Strike* *Slips Trips and Falls* *Injury to: -* *Contractors Workers* *Clients Employees* *pupils* *General Public /Visitors*		√	*The contractor must submit his proposal for receiving all such items to the CA prior to work commencing.* *Deliveries to be scheduled and agreed with St. Mark's C.E. Primary School.* *All routes to be provided with adequate barriers and signage these areas to be identified as construction work zone* *Use of Banksman to control all movement through any areas of shared occupation and for parking on the public highway*	*Principal Contractor*
	WORK TO DRAINS – SEWAGE ***Connections***	*Leptospirosis – Weil's Disease*	*Health Risk To: -* *Contractors Workers* *Clients Employees* *Pupils* *General Public / Visitors*		√	*Leptosprirosis medical instruction cards to be issued to all workers –* *Adequate welfare provision* *All workers to be made aware of hazard and receive adequate and suitable training and PPE*	*Principal Contractor–*
	WORK TO DRAINS – SEWAGE *Excavations*	*Open excavations*	*Slips Trips Falls*		√	*Excavations must be covered or suitable fenced when not being worked upon.*	*Principal Contractor*

	EXCAVATIONS / DEMOLISIONS *Break out Concrete / Masonry*	*Nature of the works will require high levels of Machine Use* *Dust, Noise and Vibration caused by the work*	*Noise from Mechanical Breakers* *Dust* *Slips Trips and Falls* *Injury to* *Contractors* *Clients Employees* *Pupils* *General Public*		√	*The contractor must submit his proposal for demolition / breaking out works to the CA prior to work commencing.* *Every consideration must be made for the neighbouring building users and the processes carried out*	*Principal Contractor*
	EXCAVATIONS ***Removal of Arisings***	Road Vehicle movements Mud / arisings causing Slippery Road Surface, danger to drivers *Work task outside of the identified Construction Zone* *Service Road* *Estate Roads*	*Traffic Movements,* *Motor Vehicles loss of control* *Congestion within operating goods yard* *Congestion on public highway* *Slips Trips and Falls* *Contractors* *Clients Employees* *Pupils* *General Public*		√	*The contractor must submit his proposal for removing arisings to the CA prior to work commencing.* *All routes to be provided with adequate barriers and signage these areas to be identified as construction work zone* *Use of Banksman to control all movement through any areas of shared occupation* *St. Margaret's C.E. Primary School Access routes and public roadway to be kept clean and free from mud / arisings* *Every consideration must be made for the building users and the processes carried out*	*Principal Contractor*

	SITE BOUNDARY TO NETWORK RAIL ***Works in close proximity to the*** ***- Network Rail boundary and railway line***	*Works in close proximity to Network Rail boundary and associated assets such as railway line and overhead electrical power lines.*	*All risks associated listed within this log* *Injury to* *Clients Employees* *Pupils and visitors –* *General Public* *Visitors*		✓	*Construction Zones to be identified and Client informed* *Provide adequate fence / barrier to secure site and restrict access* *Consider phasing of work to erect contract works / consider adequacy of this fence for the control of risks presented by the works* *Principal Contractors representative on site to meet regularly with Clients nominated person* *Construction Zones to have adequate demarcation and signage.* *Due care and attention by contractor to housekeeping*	*Principal Contractor*

	LIFTING OPERATIONS ***General Lifting Operations***	*Lifting Equipment will be used to lift and locate heavy elements of the works, material, plant and equipment*	*Collapse –Falling Load* *Impact / Injury to* *Contractors Workers* *Clients Employees* *Pupils* *General Public*		√	*That competent persons are engaged to organise and carry out all lift operations in accordance with LOLER* *The contractor must make every effort to establish the true weight of the item to be lifted* *The safe working load of all plant must be established* *All such works are to be risk assessed by a competent person* *All those involved in the slinging of loads are to be trained to CITB or equivalent standards* *Crane Lift Statement and Principal Contractors Co-ordination Statement to be reviewed by CA*	*Principal Contractor*

	HOT WORKS ***Welding or other activities***	*The works will require*	*Fire*		√	*Fire plan to be reviewed with Clients Management* *Storage areas of all HFL / Gases to be marked by PC on Construction Zone Plan* ***Permit to Work System to be used***	*Principal Contractor Clients Nominated Liaison Person*

To be acknowledged by the Principal Contractor and incorporated in spirit and practise in their Site Rules

CLIENTS CONTRACTORS' RULES

All contractors shall comply with these site-specific rules:

All persons working on or visiting site must wear identification tags

No smoking of cigarettes is allowed within the site or site service areas.

The consumption of food and drink will only be permitted in the designated mess area.

The use of mobile phones is only permitted in the event of an emergency and must be out of the sight of school pupils as Alma Park Primary School operate a no mobile phones policy on the school site.

The correct wearing of hard hats and protective footwear shall be enforced at all times whilst the works are in progress. Failure to comply may result in the caution of the individual or he or she may be expelled from the site should there be repeated non-compliance.

No radios / Personal Stereos are to be used on the site or site service areas.

Contractors are expected to conduct themselves in a professional manner. This includes dress (suitable overalls to be worn at all times, of reasonable condition), site tidiness, and orientation of tools and equipment.

No person will you use foul or abusive language within the site or site service areas. Failure to comply may result in the caution of the individual or he or she may be expelled from the site should there be repeated non-compliance

No offensive posters or calendars are to be displayed

APPENDIX A

APPENDIX B

APPENDIX C