

Scaffolding

PROJECT / SITE	DATE	TALK LED BY

THE HAZARD

A working platform assembled on site. Everything that makes it safe, the base, the ties, the planks and the access, can be changed by someone else between your shifts.

WHAT GOES WRONG

- Base plates set on soft ground, or packed up on loose block and scrap timber.
- Planks removed for a delivery and the gap left open.
- Guardrails never fitted, or taken off to land material and not replaced.
- Climbing the frame instead of using the ladder or stair access.

CONTROLS: BEFORE YOU START

- Check the footing is level, sound, and on proper base plates and mudsills.
- Fully plank the working level, with planks secured and no gaps at the edges.
- Confirm guardrails and toe boards are fitted where the platform is at height.
- Use the designed access. The frame is not a ladder.
- Look for the pre-shift inspection tag, and do not board a scaffold that has not been checked today.

ASK THE CREW

1. Who is the competent person inspecting this scaffold, and when did they last sign it off?
2. Has anything changed on the scaffold since yesterday?
3. Where is the proper access point on the scaffold you are using today?
4. What would you do if you found a plank missing halfway through your shift?

ATTENDANCE RECORD

Everyone present signs below. This sheet is the record of the talk.

PRINT NAME	SIGNATURE
1	
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SUPERVISOR / COMPETENT PERSON	SIGNATURE