

## FAUGHANVALE PRESBYTERIAN CHURCH

### POLICY ON WORKING AT HEIGHT

This policy applies to all employees of Faughanvale Presbyterian Church and all volunteers carrying out work on the Church's premises. Competent contractors employed by the Church will be expected apply their own safe working practices when working at height.

1. Working at height will be avoided wherever possible by the use of appropriate extended tools and equipment so that, as far as possible, work will be carried out from the ground.
2. Where it is not possible to avoid working at height, appropriate tools and equipment will be provided.
3. Equipment for working at height will be suitable, stable and strong enough for the job.
4. Equipment for working at height will be maintained and checked regularly.
5. When working at height, employees and volunteers must:
  - Use suitable equipment
  - Avoid working at height if no other person is present on site.
  - If working at height outside, take account of weather conditions
  - Avoid over-loading equipment
  - Avoid over-reaching
  - Avoid carry excessive equipment, tools or materials
  - Ensure that tools and materials being used at height are stored safely and do not present a hazard to persons below.
  - Ensure that the ground below is, as far as practicable, free from people
  - Take special care if working near to fragile surfaces
  - Ensure that they have suitable protection from falling (or potentially falling) objects
  - Use suitable protective equipment
  - Report to a member of the Congregational Committee any safety hazard identified in any work situation or with any equipment provided.
6. Only employees and volunteers who are competent in the use of equipment for working at height (e.g. step-ladders, ladders and scaffolding) must use this equipment.
7. Only competent and authorized persons are permitted to erect and check scaffolding.
8. The Church's scaffolding will be checked by a competent person on each occasion it is used and no person will be permitted to use the scaffolding until its erection has been checked by a competent person.