



Method Statement
 Low level Dismantling of HORSA building
 (Boroughbridge primary school)

This form may be used for developing a safe method of work for an individual work package or alternatively a whole project, so long as procedures are in place to control the unavoidable risks which were highlighted in the project and work risk assessments.

Project reference:		Site address:	
Principal contractor: RH Fullwood & CO		<u>HORSA Building at Borougbridge primary school</u>	
Has this method statement been developed in reference to generic risk assessments?			No
Have any site specific risk assessments been undertaken for work operations?		Yes	
Section 1 Sections of work to be covered by this method statement			
1. Preparation		6. Damping down	
2. Removal Doors		7.	
3. Removal of roof		8.	
4. Removal of façade and parts of internal walls		9.	
5. Piecemeal deconstruction of rear walls and remaining internal walls		10.	
Section 2 Details of the work supervisory arrangements (employees, sub-contract package, direct labour etc.)			
Works will monitored by Jack Nash + RH Fullwood site Manager Labour 2x general operatives			
Section 3 Plant, tools and equipment (List all the plant to be used in each section of the work, refer to section 1 above)			
1. Excavator		5. Radio Communications	
2. Excavator thumb attachment/grapple		6. Hand held breaker	
3. Timber/metal Skip hi cube		7. Hand tools	
4. Muckaway vehicles		8. Hose spray attachment	
5. Spill Kits		9. Welfare facilities (PC)	
Does the work involve demolition or dismantling work?		yes	
Does the work involve the use of specialist plant and equipment such as pile drivers?			No

Section 4

Work sequence procedures

(Indicate all safety precautions and control measures for each section of the work)

1. Preparation:
Check asbestos/environmental survey information.
Check and photograph along with RH Fulwood site manager the adjacent properties documenting any existing issues which could cause concerns.
Check and agree the adequacy of PC protective fencing in this area.
Check for the presence of UTLILTY supplies going into the HORSa building.
2. Carefully remove doors and windows
Option 1 Open door/window if possible, remove fixings and stack in designated skip.
Option 2 Push door/window inwards with excavator and then grab and pull back towards the excavator to release fixings- remove to skip.
3. Following removal of the doors/windows and having checked inside the building the roof sections will be removed:
A banksman will be positioned to the rear of the Building having a clear view of the back of the HORSa building. The banksman will ensure that no persons get into the danger area whilst the roof is being dismantled, and that no demolition materials fall in that direction. Radio communications will be maintained throughout.
The excavator with thumb attachment will lift the sheets ensuring the walls are not exposed to excessive force causing collapse. Roof timbers will be removed in the same way.
Materials will be transported to the skip and removed from site in a timely manner.
4. Following the removal of the roof:
Wall deconstruction; Remove concrete lintels using thumb attachment to grab and lower to the floor in a controlled manner.
Utilising the excavator with thumb attachment break down the wall in layers bringing down the façade, side and partition walls.
5. It may be necessary to damp down if dust becomes a problem- to be assessed by RHF site manager
6. In addition to the above we can confirm that the Principal Contractor (RH Fullwood) will supply welfare arrangements in accordance with CDM Regulations Schedule 2.

These arrangements will be monitored by the Client and all contractors, any issues regarding welfare standards will be brought to the attention of the PC and where necessary labour withdrawn until such time as the facilities are brought up to standard.

Section 5

Occupational health and safety considerations

<p>Noise/vibration:</p> <ul style="list-style-type: none"> -Does the work involve the use of extremely loud or vibrating plant? yes -Is the work to be undertaken adjacent to extremely loud or vibrating plant? Yes -Will any ear protection zones be designated on the site? No -Will ear defenders be freely available for use? Yes <p>Details:</p> <p>Noise- Breaker- above ideal noise level thereby requiring operatives immediately adjacent to works being equipped with hearing protection.</p> <p>Jack Nash (Supervisor) to ensure wearing of the above.</p> <p>Vibration- works to be limited to an exposure time of no longer than 4 hours per working shift for the use of breaker TE500 or similar</p>	
<p>Manual handling:</p> <ul style="list-style-type: none"> -Are there any specifically high risk manual operations highlighted in pre tender information? -Does the design take into consideration manual handling as far as you can see (size of components etc.)? -Does this project require a specific manual handling assessment? <p>Details: Low risk, minimal exposure assuming MH is avoided and the excavator fully utilised.</p>	
<p>Hazardous substances (COSHH):</p> <ul style="list-style-type: none"> -Does the pre-tender plan include information regarding hazardous materials in the design? -Have you identified any hazardous materials which could be replaced by alternative products? -Have/ will you obtain safety data sheets (re: CHIP II) for all known hazardous materials to be used on the project? <p>Details: CoSHH details available for</p> <p>Diesel</p> <p>Hydraulic oil</p>	
<p>Personal protective equipment (PPE):</p> <ul style="list-style-type: none"> -Have all the work areas requiring PPE. been identified? -What PPE. will be readily available on site? -Is any specialist safety equipment required on the project? -What is the minimum PPE. requirement on the site? <p>Details:</p> <p>Hearing and dust protection FFP3 Eye protection EN166B Goggles/visor Gloves</p>	
<p>Demarcation from clients undertaking:</p> <ul style="list-style-type: none"> -Will the client have his employees on or adjacent to the site? -Is the site part of a client occupied area with on going activities? -What demarcation measures will be taken? <p>Details: Agree prior to commencing works.</p>	
<p>Welfare Facilities:</p> <p>Facilities to be supplied by the PC in accordance with CDM Schedule 2</p>	
<p>Section 6</p> <p>Emergency procedures</p>	
Procedures:	Details:

Evacuation	<i>In accordance with PC Induction</i>
Fire	<i>In accordance with PC Induction</i>
Accidents	<i>In accordance with PC Induction</i>
Dangerous occurrence	<i>In accordance with PC Induction</i>
Hot works permits	N/A
Excavation permits	N/A
(Other site specific procedures)	

Author: _____ Signed: _____ Date: __ / __ / __

Signature(s) of Supervisor and Operatives detailed to carry out works associated with this method statement.	
1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

Note: You are signing to indicate that you understand and will comply with this method statement. If you feel that you can not work to this method statement for whatever reasons it is your

legal duty to Inform the supervisor so as the method statement/task can be re-evaluated.

Regulation 4(2)(b), 13(4)(c) and 15(11)

SCHEDULE 2 Minimum welfare facilities required for construction sites

Sanitary conveniences

1.—(1) Suitable and sufficient sanitary conveniences must be provided or made available at readily accessible places.

(2) So far as is reasonably practicable, rooms containing sanitary conveniences must be adequately ventilated and lit.

(3) So far as is reasonably practicable, sanitary conveniences and the rooms containing them must be kept in a clean and orderly condition.

(4) Separate rooms containing sanitary conveniences must be provided for men and women, except where and so far as each convenience is in a separate room, the door of which is capable of being secured from the inside.

Washing facilities

2.—(1) Suitable and sufficient washing facilities, including showers if required by the nature of the work or for health reasons, must, so far as is reasonably practicable, be provided or made available at readily accessible places.

(2) Washing facilities must be provided—

(a) in the immediate vicinity of every sanitary convenience, whether or not also provided elsewhere; and

(b) in the vicinity of any changing rooms required by paragraph 4, whether or not provided elsewhere.

(3) Washing facilities must include—

(a) a supply of clean hot and cold, or warm, water (which must be running water so far as is reasonably practicable);

(b) soap or other suitable means of cleaning; and

(c) towels or other suitable means of drying.

(4) Rooms containing washing facilities must be sufficiently ventilated and lit.

(5) Washing facilities and the rooms containing them must be kept in a clean and orderly condition.

(6) Subject to sub-paragraph (7), separate washing facilities must be provided for men and women, except where they are provided in a room the door of which is capable of being secured from inside and the facilities in each room are intended to be used by only one person at a time.

(7) Sub-paragraph (6) does not apply to facilities which are provided for washing hands, forearms and the face only.

Drinking water

3.—(1) An adequate supply of wholesome drinking water must be provided or made available at readily accessible and suitable places.

(2) Where necessary for reasons of health or safety, every supply of drinking water must be conspicuously marked by an appropriate sign.

(3) Where a supply of drinking water is provided, a sufficient number of suitable cups or other drinking vessels must also be provided, unless the supply of drinking water is in a jet from which persons can drink easily.

Changing rooms and lockers

4.—(1) Suitable and sufficient changing rooms—(1) must be provided or made available at readily accessible places if a worker—

(a) has to wear special clothing for the purposes of construction work; and

(b) cannot, for reasons of health or propriety, be expected to change elsewhere.

(2) Where necessary for reasons of propriety, there must be separate changing rooms for, or separate use of rooms by, men and women.

(3) Changing rooms must—

(a) be provided with seating; and

(b) include, where necessary, facilities to enable a person to dry any special clothing and any personal clothing or effects.

(4) Suitable and sufficient facilities must, where necessary, be provided or made available at readily accessible places to enable persons to lock away—

(a) any special clothing which is not taken home;

(b) their own clothing which is not worn during working hours; and

(c)their personal effects.

Facilities for rest

5.—(1) Suitable and sufficient rest rooms or rest areas must be provided or made available at readily accessible places.

(2) Rest rooms and rest areas must—

(a)be equipped with an adequate number of tables and adequate seating with backs for the number of persons at work likely to use them at any one time;

(b)where necessary, include suitable facilities for any woman at work who is pregnant or who is a nursing mother to rest lying down;

(c)include suitable arrangements to ensure that meals can be prepared and eaten;

(d)include the means for boiling water; and

(e)be maintained at an appropriate temperature.