



Flat Roof Pre-access Hazard Identification Report

01.015 STAFF AND FAMILY LAUNDRETTE

Date undertaken 4th December 2023

Prepared for

University of Warwick,
Coventry,
CV4 7AL

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On behalf of University of Warwick
Estates

Executive Summary

01.015 Staff and Family Laundrette, Central Campus

Key Hazards

- Slips, trips and falls around the site. There are no set out walkways for this roof, it is open plan. The roof flooring comprises of a smooth roof felt which could become slippery when damp.
- High winds and gusts; your permit may be cancelled if winds are above the UoW action level but you must always adequately risk assess weather hazards for your own purposes.
- Falls from height; there is no edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials and tools, especially in high winds.
- Access to the roof is via a scaffold and should be erected by a competent person/s with up to date and suitable training certification.

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1. BRIEF

This report is provided as a record of our inspection of access routes and identification of hazards in accessing and being on the flat roof sections of Staff and Family Laundrette, building No. 01.015. Site specific risk assessments for access to the work area and the work to be undertaken are the responsibility of those undertaking the work. This report is not a risk assessment; it is intended to provide a helpful guide to access and identify known hazards associated with accessing and attendance on the roof. The list of hazards is not exhaustive and is not a substitute for anyone undertaking their own assessment. Contractors are expected to comply with current Health and Safety Legislation and to have met all other requirements of the University in working on Campus (read and signed the Code of Conduct, watched the University Code of Conduct video, received local induction etc.) under separate cover.

2. DATE OF INSPECTION

4th December 2023

3. ACCESS

3.1 A roof access permit will need to be requested with suitable RAMS at least 72 hours before it is required for any planned work. If approved, the permit is issued to the permit requester via email, usually the day before it is required. If a roof access card is required, the Permit Office issues instructions to the permit requester to say how this should be collected. Contractors should sign in on site as agreed with their Contract Supervisor. For this roof you will require, a permit and suitable competency and training evidence for erecting/using scaffold.

3.2 Arrive on site, ensure scaffold has been erected and has visible and up to date 'Scaffold tag' and access roof.

3.3 Ensure scaffold is left secured over night or whenever contractors are not on site.

4. PARKING

Parking is very limited on campus. The nearest car park is **Car park 6** which is payable. Specialist contractor parking may be pre-booked with your University Contact/Project Manager if you are eligible.

5. WELFARE

5.1 Please report to the Residence team located in **Rootes block M-P** to find out which welfare facilities are available for your use.

5.2 There are various shops & coffee shops near by the site for food and drink and toilet facilities.

5.3 There must be at least one first aider on site at all times which should be organised by the Competent Person. Lone working on roofs is prohibited.

5.4 There must be an adequate provision of first aid kits provided by the Competent Person.

5.5 Waste must be collected and disposed of appropriately by the Competent Person. If the Competent Person is an external contractor, they should remove any waste from the site and dispose of it according to their company policy. University employees should remove any waste or redundant equipment from the roof area and dispose of it according to University policy and guidance.

6. SEASONAL INFORMATION

6.1 The site is in its best condition from May to September in which it is typically mostly dry.

6.2 It must be taken into consideration by the user that in wet or freezing conditions throughout the year the ground and roofs may present an additional risk of slips, trips, and falls.

6.3 In the autumn and winter months, it will be dark at the extremes of the working day and low light conditions may occur throughout the day. The Competent Person will need to assess if temporary lighting may be required.

6.4 Operatives should wear appropriate clothing for the weather conditions and in spring, summer and early autumn, operatives should ensure to protect against UV skin damage.

7. GENERAL HAZARDS

7.1 Slips, trips, and falls around the site.

7.2 High winds and gusts: Your permit may be cancelled if winds are forecast to be above the UoW action level at the time of the permit, but you must always adequately risk assess weather hazards for your own purposes. Falls from height: there is no edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials and tools, especially in high winds.

8. OVERHEAD CABLES/PIPEWORK

8.1 No overhead pipework or cables on this site.

9. SITE SPECIFIC HAZARDS

9.1 Slips, trips and falls around the site. There are no set out walkways for this roof, it is open plan. The roof flooring comprises of a smooth roof felt which could become slippery when damp. There are uneven and missing slabs from the roof causing trip hazards. Numerous cable trays across the roof at floor level.

9.2 High winds and gusts; your permit may be cancelled if winds are above the UoW action level but you must always adequately risk assess weather hazards for your own purposes.

9.3 Falls from height; there is no edge protection in place, consideration should be given to the potential for falls from height in terms of operatives, materials and tools, especially in high winds.

9.4 Access to the roof is via a scaffold and should be erected by a competent person/s with up to date and suitable training certification. Pre-use checks should also be carried out by checking there is a scaffold tag with up to date and correct details.

Appendix A: Site pictures



Roof



Roof with flue

CAMPUS ORIENTATION

I Red Triangle = Parking I Red Circle = Staff and Family Laundrette

