



Flat Roof Pre-access Hazard Identification Report

01.278, 01.279, 01.280, 01.281 BLUEBELL RESIDENCES 1-4

Date undertaken 1st March 2023

Prepared for

University of Warwick,
Coventry,
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Prepared by

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On behalf of University of Warwick
Estates

Executive Summary

Building No 01.278, 01.279, 01.280, 01.281 Bluebell Residences 1-4, Central Campus.

Key Hazards

- Access through the roof hatch is restricted and narrow so adequate consideration must be made for tools, equipment, and materials to be moved to the roof internally or externally. The galvanised steel ladder is fixed and ensures 3 points of contact can be maintained.
- Falls and trips onto skylights and roof hatches.
- Slips, trips and falls around the site. The walkways are very well laid out. However, should the need arise to venture off the access pathway, the roof surface may be slippery under foot.
- 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; whilst there is 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.

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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 Bluebell Residences 1-4, Central Campus, Building Numbers 01.278, 01.279, 01.280 and 01.28.1 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

1st March 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 roof access permit and a Salto roof access card.

3.2 Please sign in at the Residence Hub located at Bluebell 2, ground floor before starting work.

3.3 This is a residential block so you will need to respect privacy and quiet etc. especially around exam time.

3.4 When you reach Bluebell, you will need to approach from the main entrance and access the building through the main automatic front doors.

3.5 When you have entered the building enter the lift and go up to the top floor. Access the roof ladder via the storeroom door (as pictured). Please make sure this door is locked whilst you are on the roof. Climb the fixed vertical ladder, present the Salto card to the lock on the hatch, and access the roof space through the Salto roof hatch.

3.6 When leaving the roof area, you will need to resecure this door by presenting your Salto card to the lock and turning the barrel to lock the door. Please be aware this will not lock automatically. Please make sure the roof hatch and the storeroom door is left secure and locked.

4. PARKING

4.1 Parking is very limited on campus. The nearest car park 6 (Health Centre Car Park) which is payable.

4.2 Specialist contractor parking may be pre-booked with your University Contact/Project Manager if you are eligible.

5. WELFARE

5.1 Please check with the Residence Manager for toilet facilities that you may 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.

6.3 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.

6.4 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.

6.5 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. The walkways are well laid out.

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.

7.3 Falls from height: Whilst there is 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 There are no overhead cables on site.

9. SITE SPECIFIC HAZARDS

9.1 Falls and trips onto skylights and other plant. Under no circumstance should plant equipment or skylights be stood upon.

9.2 Access through the roof hatch is restricted and narrow so adequate consideration must be made for tools, equipment, and materials to be moved to the roof internally or externally. The galvanised steel ladder is fixed and ensures 3 points of contact can be maintained.

9.3 The pathways on the roof are well laid out but deviation off the matted areas could result in slips on the roof surface in cold or wet weather conditions and the proximity of plant may present awkward obstacles to work around.

10. APPENDIX A: SITE PICTURES



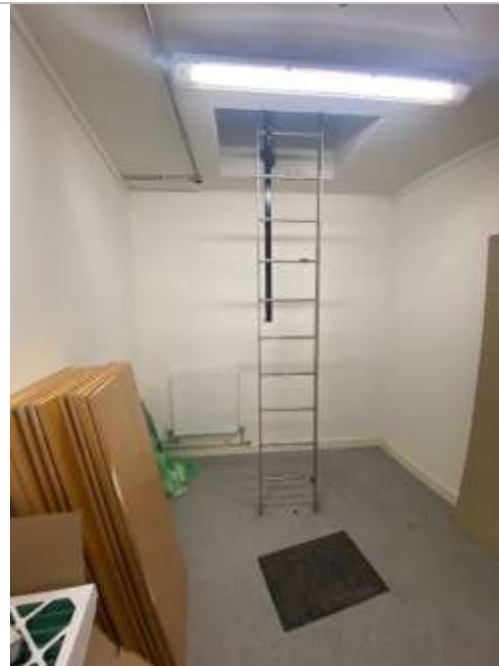
Access the building through the automatic doors at ground level.



Take the lift to the top floor



Access the roof space through the storeroom door. This is Salto access, and this room must be kept locked at all times.



Access the roof hatch via the access ladder.

FLAT ROOF PRE-ACCESS HAZARD IDENTIFICATION REPORT



Go up through the roof hatch on to the roof space.



The roof space has designated walkways.



The roof space benefits from edge protection.



Skylights and hatches situated on the roof space.

11. CAMPUS ORIENTATION

I Red Triangle = Parking
Red Circles = Bluebell 1 - 4

