For guidance on managing construction health risks go to
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1209 Safety Guidance
v:072018

Frank Key PLANT & TOOL HIRE

Roof Ladder

The rules and procedures in force where people are at work may require the person responsible for this equipment to carry out a specific risk assessment.

It is important to read all of this leaflet BEFORE you use the Roof Ladder

1. Plan your work and think ahead to make sure you will always be working safely.
2. Work at height, on roofs, should only be carried out by people who have the necessary knowledge, skill and resources to do the job safely.
3. A roof ladder is designed to enable the user to climb safely up a sloping roof.
4. This roof ladder can cause injury or damage if it slips, or if you fall off it. It can also cause injury or damage while it is being moved or set in position. Use it in a careful and controlled way.
5. If you have not used a roof ladder of this type or size before, familiarise yourself with lifting, positioning and securing it before you start work.
6. You must have at least the following items of personal protective equipment: Safety helmet (EN397 or B55240); Safety boots (EN345 or BS1870/4972) or strong shoes with soles that will not slip; Sensible clothing and gloves.
7. The roof ladder must not be used by minors, or by anyone under the influence of drugs or alcohol.
8. The roof ladder is designed for use by an able bodied adult. Anyone with either temporary or permanent disability must seek expert advice before using it.

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Using the Roof Ladder

1. Wear your protective equipment, including your safety helmet.
2. Take care when carrying the roof ladder that the end does not swing out of control, and injure someone or cause damage.
3. Check the roof ladder each day before use.
4. When climbing up or down use both hands on the stiles or on the rungs. Do not try to carry tools or equipment: use a toolbelt, pouch or shoulder bag. Alternatively, tools could be lifted by rope once you are in position.
5. Always face the roof ladder when working: do not twist around to work facing away from the roof ladder.
6. When working, you must always keep one hand and both feet firmly on the roof ladder and work with the other hand.
7. Do not try to reach further by moving off the roof ladder: climb down off the ladder, the move the ladder over.
8. Always climb up or down the ladder properly one rung at a time.
9. When you have finished work, clean any spilled paint or dirt off the equipment. Always return the equipment to the hire company in a clean condition.
10. If the roof ladder is to remain in position when unattended, for example overnight, then you should make it secure, or remove the access to it, to prevent unauthorized use.
11. If the roof ladder is faulty or appears to be damaged, do not attempt to repair it. Contact the hire company.
12. You may want to read this leaflet again. Please keep it until you finish work.

Keep this leaflet safe as it may be required for reference at a future date

v:072018

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Before Starting Work...

WORK AREA

1. Make sure that the area is clear, put up barriers with warning signs. Make sure they keep people far enough away so that any object falling form your ladder cannot hit them.
2. Check all of your roof area for any electrical or other cables, either fastened high on the structure or suspended from it. Take extra care to keep well away from them when setting up your ladder.
3. Check for other overhead obstructions high up that may prevent you lifting your roof ladder into position.
4. Do not use a roof ladder to span an open space between two buildings. It is dangerous and it will weaken or break the ladder.
5. Do not erect or use the roof ladder in windy or wet conditions.

OPERATORS

1. The following items of personal protective equipment (ppe) are the minimum that should be worn whenever you are using the roof ladder. Particular jobs or environments may require a higher level of protection.
2. You should wear a safety helmet (EN397 or BS5240) whenever you are working at height. On a construction site you must wear a helmet at all times.
3. You should wear safety boots (EN345 or BS1870/4972) or strong shoes with non-slip soles.
4. Make sure that you have no loose or flapping clothing that could catch on the roof ladder, or get in your way when climbing and descending.
5. Anybody who is working near to you will also need to wear appropriate personal protective equipment.
6. Do not climb a ladder if you are afraid of heights or suffer giddiness at heights.
7. Do not climb a roof without using a suitable roof ladder. If the ladder you have is not suitable – contact the hire company.

ROOF LADDER – CHECKING AND SELECTING

1. Where appropriate use either a BS EN 131 compliant Professional (Industrial and Trade) or a Non-Professional (domestic) type ladder. Check your roof ladder including the stiles, rungs and fittings. Do not use anything found damaged - contact the hire company.
2. Check your roof ladder including the stiles, rungs, and fittings. Do not use anything found damaged – contact the hire company.
3. Make sure the rungs are clean, and not slipper.
4. Your roof ladder must be long enough so that, when the ridge iron is correctly located on the opposing roof slope you can easily transfer from ladder (or scaffold platform) onto the roof ladder and back again.
5. Make sure that you understand the hazards and precautions before you start work.

ERECTING THE ROOF LADDER

1. You should not attempt to position a roof ladder without help.
2. Do not try to carry a roof ladder while climbing up to the roof on your leaning ladder. Secure yourself first at the top of your ladder then lift the roof ladder into position. A work mate on the ground should help initially.
3. If lifting the roof ladder from the top of a scaffold platform or a tower, make sure you are safe and cannot slip or fall, then lift the roof ladder into position. A work mate on the ground should help initially.
4. Use the wheels on the reverse side to the ridge iron to roll the ladder into position, then turn the ladder over carefully so that the ridge iron locates over the ridge tiles and rests on the other slope of the roof.
5. If possible, tie your roof ladder in place.
6. You must only have one man climbing or working on the roof ladder at any one time.

Useful Reference Points • www.hae.org.uk/businessguard

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