

**REFURBISHMENT WORKS TO 3 SET CLASSROOMS
AT ST. MICHAELS COLLEGE, LISTOWEL, CO. KERRY**

PRELIMINARY SAFETY & HEALTH PLAN

JUNE 2026

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This Preliminary Safety and Health Plan has been prepared in accordance with Article 12.(1)(a), Safety, Health and Welfare at Work (Construction) Regulations 2013.

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For & On Behalf of MRG Consulting Engineers				
Rev.	Status	Prepared By	Checked By	Date
0	Tender Issue	M. O'Connell	M. Walsh	21.06.2026

(a) **SAFETY PROVISIONS:**

IMPLEMENTATION OF PROJECT IN ACCORDANCE WITH SAFETY, HEALTH AND WELFARE AT WORK (CONSTRUCTION) REGULATIONS 2013

(1) Appointment of Project Supervisor (Design Process)

The Board of Management of St. Michaels College, Listowel, Co. Kerry as Client has appointed MRG Consulting Engineers as Project Supervisor for the Design Process on the above project to carry out the duties set out in Article 12 of the Regulations.

(2) Appointment of Project Supervisor (Construction Stage)

The Board of Management of St. Michaels College, Listowel, Co. Kerry as Client will appoint the successful tenderer as Project Supervisor for the Construction Stage of the project to carry out the duties set out in Articles 6 of the Regulations.

(3) Preliminary Safety and Health Plan

In accordance with Article 9 of the Regulations, a Preliminary Safety and Health Plan, as defined in the Regulations, has been prepared for the purpose of providing information to the Project Supervisor Construction Stage.

(4) Notifications

It is noted that the works are planned to last longer than 30 working days. As such there is a statutory requirement to notify the Health & Safety Authority (HSA) of the upcoming works by way of AF2 Form. A copy of the completed AF1 Form previously submitted to the HSA is included under Appendix C.

(b) GENERAL DESCRIPTION OF PROJECT :

(1) **Client :**

The Client is : The Board of Management of St. Michaels College, Listowel, Co. Kerry

(2) **Design Team :**

Architect

MRG Consulting Engineers Ltd.,
4 Day Place,
Tralee,
Co. Kerry.

PSDP

MRG Consulting Engineers Ltd.,
4 Day Place,
Tralee,
Co. Kerry.

(3) **Project Description**

Refurbishment Works to 3 SET Resource Rooms at St. Michaels College Secondary School

The works shall include the following:-

- Refurbishing and upgrading of 3 no. SET Resource Rooms (on 3 different floors directly over each other).
- All associated m&e works.
- External Painting of the external 3 storey staircase block(incorporating the 3 set rooms)

Note the Programme of the works is 8 weeks commencing early August 2026

Note Works may be completed during school term and main school building will be occupied. Any noise emitting works to be completed out of school times. Contractor to liaise with the School to agree the detailed programme of works.

(4) **Site Location**

The site is located at St. Michael's College, Listowel, Co. Kerry

(5) **Drawing / Documents**

Refer to Appendix B for document registers relating to architectural, and mechanical/electrical.

(c) GENERAL DESCRIPTION OF PROJECT :

(6) **Restrictions on Working Hours**

Normal working hours will apply.
8.00am – 6.00pm Monday to Friday
9.00am – 1.00pm Saturday

Note Works may be completed during school term and main school building will be occupied. Any noise emitting works to be completed out of school times. Contractor to liaise with the School to agree the detailed programme of works.

(7) Method Statement

A detailed method statement for the various work packages are to be circulated prior to commencing works by the Contractor.

(8) Works Programme

The builder is to provide the works programme noting the following constraints: -

- Possible Other works on site a re science room upgrade works.
- Construction entrance with site compound to be located near the Gym Area.
- Coordination on the M&E Upgrade works including any power down times with the school.

(9) Restrictions on Access

The Contractor should note the following restrictions on access to and from the works area.

- Parking for construction operatives is to be restricted to the contractors Compound/ site area.
- Note there are other activities ongoing on site concurrently with this project including school term and the other works will restrict the number of parking spaces available.
- Parking on public road is strictly prohibited

(10) Other Contracts which may affect the Works

The Contractor should also note that the following contracts may be underway within the vicinity of the site during part or all of the contract period :

- Possible Other works on site a re science room upgrade works.

Note there are other activities ongoing on site concurrently with this project and will restrict the number of parking spaces available.

(11) Time for Completion

Note the Programme of the works is 8 weeks commencing early August 2026
Note Works are to be completed during school times and any noise emitting works to be completed out of school times. Contractor to liaise with the School to agree the detailed programme of works.

The time for completion is provisional pending confirmation by the Project Supervisor (Construction Stage).

(12) Site Restrictions

Site operatives are to undergo an induction in procedures to be given by the Main Contractor.

(13) Relevant Adjoining Land Uses

The lands in the immediate vicinity are a mix of commercial and residential uses. There is a shared access road to the main public road.

(d) OTHER WORK ACTIVITIES:

- (1)** Maintenance of mechanical and electrical plant as noted above.

(e) PARTICULAR RISKS :

The following is a non-exhaustive list of particular risks to the safety and health of persons as set out in Schedule 1 of SI 504 of 2006 together with the opinion of the Project Supervisor for Design Process on what elements, if any, of the works may fall within each particular risk category. It should be noted that many of the risks on the project arise out of working methods which are at the discretion of the Contractor and as a result can not be determined by the Project Supervisor for Design Process.

- (1) Works which put persons at risk of burial under earthfalls, engulfment in swampland (N/A) or falling from a height, where a risk is particularly aggravated by the nature of the work or processes used or by the Environment at the place of work or site.**

- Risk of falling through new ceilings during construction phase including the installation of the mechanical and electrical services

- (2) Works which put persons at risk from chemical or biological substances constituting a particular danger to the safety and health of such persons or involving a legal requirement for health monitoring.**

- Coronavirus working in close proximity to others, common surfaces etc.
- Dust from works on site.

- (3) Work with ionizing radiation requiring the designation of controlled or supervised areas as defined in Directive 96/29/Euroatom.**

- None envisaged.

- (4) Work near high voltage power lines.**

- overhead lines in vicinity of site. See mechanical/ electrical DRA's.

(5) Work exposing persons to risk of drowning.

- excavations for trenching for site services connections. Areas to be securely fenced.

(6) Work on wells, underground earthwork of tunnels.

- None envisaged.

(7) Work carried out by divers at work having a system of air supply.

- None envisaged.

(8) Work carried out in a caisson with a compressed air atmosphere.

- None envisaged.

(9) Work involving the use of explosives.

- None envisaged.

(10) Work involving the assembly or dismantling of heavy prefabricated components.

- Works involving the installation of the fitted science room units.
- Installation of internal temporarily scaffold within rooms with limited access.

(11) Compressed Air

- None envisaged.

(f) OTHER RESIDUAL RISKS:

We set out below certain residual hazards (other than ‘Particular Risks’ as set out above) identified by us which in our opinion are significant and unusual. This information is provided to the extent appropriate in our opinion to enable reliable performance by a competent contractor. It should be read in conjunction with the contract documents. It should be noted that many of the risks on the project arise out of working methods which are at the discretion of the Contractor and as a result can not be determined by the Project Supervisor for Design Process.

- 1) The contractor is to install appropriate signage to advise the construction operatives/delivery drivers of the access route to the works areas and warning signage to pedestrians advising of the on-going works and construction traffic.
- 2) Contractor’s compound fencing must not impede site traffic.
- 3) Maintain emergency access routes at all times.
- 4) Coordination with any other construction activities on site

- 5) Coordination with school re live school operations – note state exams will be ongoing for the month of June.
- 6) Structural capacity of existing ceiling timbers – do not stockpile new or old materials on the ceiling. Install temporary propping below for duration of works where necessary.
- (g) CONTINUING LIASON:
- (1) Unforeseen Eventuality**
- Contractor to contact the Engineer immediately upon occurrence of an unforeseen eventuality that may have a safety and health implication or result in substantial design changes and contract period. The Engineer is then to instruct Contractor accordingly.
- (h) WELFARE FACILITIES:
- (1) Electricity**
- The Contractor is to liaise directly with the Client should a power supply be required.
- (2) Water**
- The Contractor is to liaise directly with the Client should a water supply be required.
- (3) Sewage**
- The Contractor is to liaise directly with Client in regards to use of existing toilets.
- (i) MAINTENANCE:
- Designated areas of the existing attic will require maintenance over the lifetime of the building and is provided with guarding and attic ladder hatches to access same.
- (j) SAFETY FILE:
- Pursuant to Regulation 13 of the Safety, Health & Welfare at Work (Construction) Regulations 2013 the Project Supervisor for the Design Process is required to prepare the Safety File. Under Regulation 21, the Project Supervisor for the Construction Stage is to supply relevant information for inclusion in the Safety File to the Project Supervisor for the Design Process. The following is a non exhaustive list of relevant information that may be required from the PSCS;
- Health and Safety Plan prepared by PSCS
 - Details of sub-contractors who were involved in the project and their area of works
 - Insurance details of all contractors on site

- Main contractors Safety Statement
- As-constructed drawings of structure and services
- Copy of contractor's method statements & risk assessments
- Maintenance procedures and manuals
- Certificates (material data sheets) from suppliers, manufacturers, specialist contractors etc.
- General description of construction methods used
- Details of any load tests and results of other material tests (e.g. concrete cube/slump tests)
- Copies of guarantees, warranties and maintenance agreements

The information contained in this Preliminary Safety and Health Plan has been prepared prior to the commencement of work on the site. It does not take account of any matters or information which may come to light after that time. The detailed, comprehensive identification of hazards and control of risk on site is the responsibility of the contractor to be monitored by their appointed PSCS.

APPENDIX A
DESIGN RISK ASSESSMENT