

HEALTH & SAFETY DESIGN RISK ASSESSMENT

Job No.: 26-108
Client: Board of Management, St. Mary's Primary School, Youghal Road, Dungarvan, Co. Waterford, X35 TN99.
Project: Proposed Climate Action and Fabric Defects Works at St. Mary's Primary School, Youghal Road, Dungarvan, Co. Waterford, X35 TN99.
Stage: Sketch Scheme ☐ Tender ☒ Construction ☐
Date: 21st May, 2026
Completed by: Mary Harrington.
Reviewed by: Mary Harrington.

1. Risks present in the design and who will be affected (at this Stage)

		Yes	No	Who will be affected (at this stage)			
				Public	Construction Worker	Maintenance Personnel	Client/End User
1.	After Build Maintenance	yes				yes	yes
2.	Asbestos		no				
3.	Biological Hazards		no				
4.	Burial under earth fall		no				
5.	Chemical Hazards		no				
6.	Collective Protection Needed	yes			yes		
7.	Compressed Air Systems/Divers		no				
8.	Confined Spaces		no				
9.	Construction site security	yes			yes		
10.	Demolitions		no				
11.	Deliveries	yes		yes	yes		yes
12.	Designed Completion Date	yes		yes	yes		yes
13.	Drowning		no				
14.	Dust	yes			yes		yes
15.	Engulfment in swampland		no				
16.	Entrance to site on busy road	yes		yes	yes		yes
17.	Existing buildings in use	yes		yes	yes		yes
18.	Explosives		no				
19.	Falling from a height	yes			yes		
20.	Falling Materials / Debris	yes			yes		
21.	Fire / Hot Works	yes			yes		yes
22.	General Cleaning / Housekeeping	yes			yes		
23.	Heavy Prefabricated Plant		no				
24.	Heavy Steel and Concrete Structures		no				
25.	Installation of Scaffolding	yes			yes		
26.	Ionising Radiation		no				
27.	Lead	yes			yes		
28.	Manual Handling	yes			yes		
29.	Noise	yes			yes		yes
30.	Overhead Services Lines	yes			yes		
31.	Plant & Equipment Maintenance	yes			yes	yes	

32.	Poor Lighting	yes			yes		
33.	Pre-cast Concrete Frame		no				
34.	Roof Access	yes		yes	yes		
35.	Slipping /Tripping Hazards	yes			yes		yes
36.	Site Traffic	yes		yes	yes	yes	yes
37.	Space/Site restrictions	yes			yes		yes
38.	Statutory Inspections	yes			yes		
39.	Underground Services		no				
40.	Underground Works		no				
41.	Undermining Existing Foundations		no				
42.	Unstable Ground		no				
43.	Window Cleaning		no				
44.	Work on or near existing Boundaries / Structures	yes			yes		yes
45.	Work on or near Fragile Roof	yes			yes	yes	yes
46.	Work on existing elect. services	yes			yes		yes
47.	Work on existing mech. services	yes			yes		yes
48.	Work on existing fire alarm services	yes			yes	yes	yes
49.	Work on existing drainage services		no				
50.	Working on the Employer's premises / outside site boundary	yes		yes	yes		yes
51.	Site entrance to use existing vehicular school entrance	yes		yes	yes		yes

2. Design action taken to reduce the specific risks (at this stage) (See Schedule Three - Principals of Prevention)		Residual Risk Level (where relevant)		
		Low	Med.	High
1.	The designed completion date has been set with a view to allowing the Contractor sufficient time within which to safely undertake the works.			
2.	Safety file to be prepared by the PSDP and handed over to the Client			
3.	Contractor's working area within the confines of the existing school building. Works to be carried out partially during the summer school holiday period and partially during the school academic year. Contractor's working areas to be securely fenced off c/w suitable safety signage. Access restricted to authorised personnel only. Hoarding line set so as to maintain existing emergency escape routes. All such routes are to be kept clear and clean at all times.	√		
4.	Existing school entrance and school access roadways to have shared access between School Users and Contractors. Contractor use of this entrance and access roadways to be restricted to use by the Contractor outside of normal school 'drop-off' and 'pick-up' hours. Site entrance is off the adjacent public road. Contractor will be required to submit a method statement to the Design Team for approval in advance of the works commencing. Design Team to agree same with School. This method statement to clearly outline how the Contractor proposes to manage and use this shared entrance whilst ensuring the safety of all school users and members of the public. It is planned to undertake the works partially during the school summer holidays, although the school may continue with limited usage throughout the summer period, and partially during the school academic year. Use of holiday periods are to be maximised.		√	
5.	Contractor to erect suitable warning signage to warn the public of construction entrance. In addition to the standard 100m, 200m and 300m 'construction site ahead' warning signage, the Contractor is to erect suitable additional signage/employ appropriate control measures appropriate to the assessed risks both on the public road and at points of exit from the school grounds.		√	
6.	Contractor to consult with the Architect prior to carrying out any works near existing adjacent buildings	√		
7.	Ground conditions and work areas to be surveyed by the Contractor prior to	√		

	construction			
8.	Contractor to identify all overhead lines prior to commencing site works and take all necessary precautions in compliance with the H.S.A 2019 Code of Practice for Avoiding Danger from Overhead Electricity Lines	√		
9.	Contractor to cater for dust prevention / containment measures	√		
10.	Scaffolding to be designed and erected by qualified personnel. All works to be carried out as per the Code of Practice for Access and Working Scaffolds 2008 and the HS&W at Work (Work at Height) Regulations 2006.	√		
11.	All roofworks to be undertaken in compliance with the H.S.A Code of Practice for Safety in Roofwork	√		
12.	MEWP's to be used for roof maintenance / inspections	√		
13.	PSDP to review school's asbestos register to assess any possible impact on the works. Any asbestos items found to impact upon the works to be removed by Specialist Contractor in advance of the building works commencing.	√		
14.	Where required, all underground services to be ascertained by the Contractor prior to commencing site works and take all necessary precautions in compliance with the Code of Practice for Avoiding Danger from Underground Services, 2016 (www.HSA.ie). Works to underground services are to be carried out as per the tender documents.	√		
3. Risks that the client has taken responsibility for (at this Stage)				
1.	Risks present in the design and which affect the Client / End User are noted in section 1 and are to be the responsibility of the Client / End User. In particular, the risks noted below are to be brought to the attention of the Client / End User.			
2.	Working on the Employer's premises / outside site boundary: In advance of the works commencing, the School are to advise all School Users including staff, students, visitors and parents of the planned construction works together with the resulting access restrictions / arrangements due to the planned works.			
3.	Site entrance and access roadway to the site is along existing school entrance and school access roadway and is to have shared usage between the School Users and Contractors: In advance of the works commencing, the School are to advise all School Users including staff, students, visitors and parents of the planned construction works together with the resulting access restrictions / arrangements due to the planned works. Contractor use of this entrance and access roadway to be restricted to use by the Contractor outside of normal school 'drop-off' and 'pick-up' hours. Contractor will be required to submit a method statement to the Design Team for approval in advance of the works commencing. Design Team to agree same with School. This method statement to clearly outline how the Contractor proposes to manage and use this shared entrance whilst ensuring the safety of all school users and members of the public. It is planned to undertake the works partially during the school summer holidays, although the school may continue with limited usage throughout the summer period, and partially during the school academic year. Use of holiday periods are to be maximised.			
4.	Work on or near existing Boundaries / Structures: In advance of the works commencing, the School are to advise all School Users including staff, students, visitors and parents of the planned construction works together with the resulting access restrictions / arrangements due to the planned works.			
5.	Entrance to site on busy road: In advance of the works commencing, the School are to advise all School Users including staff, students, visitors and parents of the planned construction works together with the resulting access restrictions / arrangements due to the planned works.			
6.	After Build Maintenance: Draw up a maintenance plan for the completed works. The PSDP will handover the Safety File to the Client upon completion of the works.			
7.	Deliveries: The client shall ensure that all deliveries to the school shall be aware of any site restrictions due to construction works.			

4. Risks that contractor is to be made aware of (Inclusion in Preliminary Plan)	
1.	Risks present in the design and which affect the Contractor are noted in section 1 and are to be provided for in both the Preliminary and Construction Stage Health and Safety Plans. In particular, the risks noted below are to be provided for in the Preliminary Health and Safety Plan.
2.	Existing Buildings in Use: Existing adjacent buildings comprise a National School. It is planned to undertake the works partially during the school summer holidays, although the school may continue with limited usage throughout the summer period, and partially during the school academic year. Use of holiday periods are to be maximised. School to shut for the following holiday periods (dates given are approx. and to be confirmed at that time): - Summer Holidays - Summer holidays from late June, school re-opens late August 2026 The contractor is to have right of access to the site and is to carry out site set-up as per the tender drawings which provides for use of existing school vehicular entrance only and then only during specific times i.e. outside school drop-off and pick-up times. Exact time restrictions to be agreed with the ER in advance of the works commencing. This entrance and site area is to be reinstated and returned to its 'as-found' condition.
3.	Construction Site Security: Access to the site and all site boundaries are to be maintained secure at all times, in particular to ensure no unauthorised access by the adjacent school students and staff. Access to the site is to be controlled at all times and only authorised access is to be permitted.
4.	Entrance to site on busy road: The Contractor is to erect suitable signage to warn all approaching traffic of the construction site entrance at a distance of 100m, 200m and 300m either side of the site entrance. In addition to the standard 100m, 200m and 300m 'construction site ahead' warning signage, the Contractor is to erect suitable additional signage/employ appropriate control measures appropriate to the assessed risks both on the public road and at points of exit from the school grounds.
5.	Site entrance and access roadway to the site is along existing school entrance and school access roadway and is to have shared usage between the School Users and Contractors: Existing school entrance and school access roadways to have shared access between School Users and Contractors. Contractor use of this entrance and access roadways to be restricted to use by the Contractor outside of normal school 'drop-off' and 'pick-up' hours. Contractor will be required to submit a method statement to the Design Team for approval in advance of the works commencing. Design Team to agree same with School. This method statement to clearly outline how the Contractor proposes to manage and use this shared entrance whilst ensuring the safety of all school users and members of the public. The Contractor is to restrict all deliveries and use of the proposed shared school entrance and school access roadway during school 'drop-off' and 'pick-up' times. These times are normally 8.45 am – 9.45am and 1.45pm – 2.15pm and 2.45pm – 3.15pm. These times are indicative and, in this regard, it is the responsibility of the Contractor to liaise with the Design team and Client in advance of the works commencing and to submit a method statement outlining how the Contractor proposes to safely operate and manage his access and egress requirements to and from the site throughout the construction period. This method statement is to be agreed with the Design Team in advance of the works commencing. It is planned to undertake the works partially during the school summer holidays, although the school may continue with limited usage throughout the summer period, and partially during the school academic year. Use of holiday periods are to be maximised.
6.	Deliveries: The contractor will need to coordinate the deliveries & removals, the erection of scaffolding etc to avoid conflicting busy times.
7.	Overhead Service Lines: The Contractor is to take due care of any overhead services that cross the site and identify these. Relocation / management of these services will be required. Contractor to comply with 2019 <u>Code of Practice for Avoiding Danger from Overhead Electricity Lines</u>
8.	Underground Services (where applicable): Any existing known underground services are noted in the tender documents. The Contractor is to establish the extent of all underground services and comply with the Code of Practice for Avoiding Danger from Underground Services, 2016 (www.HSA.ie). Works to underground services are to be carried out as per the tender documents.
9.	Falling from a Height: Collective Protection and P.P.E. to be provided appropriate to the work at hand. All works at height are to be carried out as per the HS&W at Work (Work at Height) Regulations 2006.
10.	Installation of Scaffolding: All works to be carried out as per the H.S.A 2018 Code of Practice for Access and Working Scaffolds and the SH&W at Work (Work at Height) Regulations 2006.

11.	Roofworks: All roofworks to be undertaken in compliance with the H.S.A Code of Practice for Safety in Roofwork
12.	General Cleaning / Housekeeping: All goods / materials to be stored / stacked in a safe fashion. All open containers to be sealed. All waste / empty chemical containers to be correctly and safely disposed of. All work areas to be kept clean and tidy.
13.	Working on the Employer's premises / outside site boundary: Where works are to be undertaken outside the site boundary / on Employer's Premises the Contractor is to issue a method statement, for approval of the design team, in advance of carrying out such works. The method statement is to set-out how the Contractor proposes to carry out this work whilst ensuring the safety of all personnel, both Contractor and School, are maintained. All employees are to be familiar with the premises on which they are to work. Ensure that proper signage is provided and areas cordoned off as appropriate. The Contractor is to make his employees aware of general and specific hazards and make provisions for emergencies, first aid, etc.
14.	Fire/ Hot Works: Use of fire / hot works in the construction is to be minimised. Where required, works are to be undertaken by suitably trained personnel. A Hot Works permit system is to be operated, which is to outline details of the proposed works, personnel involved, specific safety precautions to be employed, specific PPE to be worn, specific fire check /fire watch procedures to be followed, etc.
15.	Work on existing electrical / mechanical / fire alarm services: Only suitably qualified personnel are authorised to work on such existing services. Prior approval of the design team and Client is required prior to breaking into any such existing services.
16.	Work on or near existing Boundaries / Structures: Access to the site and all site boundaries are to be maintained secure at all times, in particular to ensure no unauthorised access by the adjacent school students and staff. Contractor's working area to be securely fenced-off. Access restricted to authorised personnel only. Hoarding line set so as to maintain existing emergency escape routes. All such routes are to be kept clear and clean at all times.

How to fill in the Design Risk Assessment

At each Stage of the design a 'Design Risk Assessment' must be completed. This document will assist in the fulfilling of legal requirements as designers, as listed below, and will also record in writing how the risks involved in the designed project have been designed out or evaluated.

1. Risks present in the design: Mark 'Yes' or 'No' if risks are present or not in the design at this Stage. Mark who will be affected by the risks identified.
2. Design action taken to reduce the specific risks: List the steps taken to eliminate, reduce, evaluate, combat, adapt etc. (See first schedule Principals of prevention listed below) the risks present in section 1 at this Stage. Indicate the seriousness of the risk by ticking the appropriate Low, High or Medium Risk box.
3. Risks that the client has taken responsibility for: List any risks from section 1 that the client has agreed to take responsibility for at this stage. Acceptance by the client must be in writing and accompany this document.
4. Risks that contractor is to be made aware of: List any risk from section 1 that will be passed to the contractor and which they will have to consider at the Tendering Stage and Construction Stage.

Schedule Three

General Principles of Prevention

1. The avoidance of risks.
2. The evaluation of unavoidable risks.
3. The combating of risks at source.
4. The adaptation of work to the individual, especially as regards the design of places of work, the choice of work equipment and the choice of systems of work, with a view, in particular, to alleviating monotonous work and work at a predetermined work rate and to reducing the effect of this work on health.
5. The adaptation of the place of work to technical progress.
6. The replacement of dangerous articles, substances or systems of work by safe or less dangerous articles, substances or systems of work.

7. The giving of priority to collective protective measures over individual protective measures.
8. The development of an adequate preventative policy in relation to safety, health and welfare at work, which takes into account of technology, organization of work, working conditions, social factors and the influence of factors related to the working environment.
9. The giving of appropriate training and instructions to employees.

References

- [Health and Safety Authority \(www.HSA.ie - Homepage\)](http://www.HSA.ie)
- [Health and Safety Authority \(Publications and Forms - Construction\)](#)
- [Health and Safety Authority \(Legislation\)](#)
- Safety, Health and Welfare at Work Act 2005
- Safety, Health and Welfare at Work (Construction Regulations) 2013
- Summary of Key Duties under the Procurement, Design and Site Management Requirements of the Safety Health and Welfare at Work (Construction) Regulations, 2013 (www.HSA.ie)
- Guidelines on the Procurement, Design and Management Requirements of the Safety Health and Welfare at Work (Construction) Regulations, 2013 (www.HSA.ie)
- Safety, Health and Welfare at Work (General Application) Regulations 2007
- Safety, Health and Welfare at Work (Work at Height) Regulations 2006
- Safety, Health and Welfare at Work (Exposure to Asbestos) Regulations 2006 - 2010
- Safety, Health and Welfare at Work (Carcinogens) Regulations 2001-2019
- Code of Practice for Avoiding Danger from Overhead Electricity Lines 2019 (www.HSA.ie)
- Code of Practice for Access and Working Scaffolds, 2018 (www.HSA.ie)
- Code of Practice for the Design and Installation of Anchors, 2017 (www.HSA.ie)
- Code of Practice for Working in Confined Spaces, 2017 (www.HSA.ie)
- Code of Practice for Avoiding Danger from Underground Services, 2016 (www.HSA.ie)
- Code of Practice for Safety in Roofwork, 2016 (www.HSA.ie)
- Construction Safety Code of Practice for Contractors with Three or Less Employees, 2008 (www.HSA.ie)
- Code of Practice for Chemical Agents Regulations, 2020 (www.HSA.ie)
- Code of Practice for Biological Agents, 2013 (Updated 2017) (www.HSA.ie)
- Mobile Elevated Work Platforms, 2017 (www.HSA.ie)
- Asbestos Information Sheet, 2013 (www.HSA.ie)
- Asbestos-containing Materials (ACMs) in Workplaces - Practical Guidelines on ACM Management and Abatement, 2013 (www.HSA.ie)
- Safety, Health and Welfare at Work (Control of Noise at Work) Regulations 2006
- Safety, Health and Welfare at Work (Control of Vibration at Work) Regulations 2006

Notes:

1. These are designer's comparative risk evaluations carried out with the aim of, as far as possible, eliminating or minimising likely risks on site. Contractors, who must deal with and control all residual risks on site, must carry out their own definitive risk assessments *ab initio* for that purpose.
2. These risk assessments have been carried out taking account of the HSA Guidance and the ACEI/ IEI/RIAI manual 'Designing for Safety in Construction' (DSC). Before reading the assessments, other parties are advised to refer to DSC and in particular to paragraphs 19 to 22 incl.
3. The assessments relate only to those aspects of the Project which, under the terms of our appointment by our client, we are responsible for designing.