

Additional Accommodation – 2 SEN Classrooms Reconfiguration Works

AT

Islandbridge, Co. Dublin

FOR

St John of God School

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## **PRELIMINARY SAFETY AND HEALTH PLAN**

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Project Ref: 25-26

August 2026

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Date	Reason for issue	Prepared By	Checked By	Rev No.	Approved
REVISION HISTORY					

Contact	Name	MoD	Distributed	Date
Client	Board of Management, St John of God School, Islandbridge.	Email	✓	05.08.2026
Engineering Consultants				
PSCS				
PSCS H&S				
Others				
DISTRIBUTION LIST				

While the main intent of this document is to provide as much relevant information as is available to the appointed **PSCS** to facilitate safe co-ordination during the construction of this project, this section of the document also contains information, which will have cost implications for the appointed **PSCS and/or Main Contractor**. Please take heed of part 1.14 of this document pertaining to the submittal of safety file information

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Preamble Preliminary Safety & Health Plan

This Preliminary Safety & Health Plan has been prepared in accordance with the Safety, Health and Welfare at Work (Construction) Regulations 2013 and the guidelines published by the Health & Safety Authority.

The Project Supervisor for the Construction Stage must develop this document into the Safety and Health Plan **prior** to commencing work on this Project.

It is the intention, of the Client, that the project be constructed in such a way that the risk to health and safety of all persons engaged in its construction, future use, and maintenance are eliminated or reduced to an acceptable level under current health and safety legislation.

This preliminary health and safety plan refers to Summer Work Alterations only; refer to section 1.10

1 General Description

1.1 Summary and Objectives

The Safety, Health and Welfare at Work (Construction) Regulations 2013 places duties on clients, designers and contractors with respect to health, safety and welfare provisions, so as to ensure that they are co-ordinated and managed effectively throughout all stages of the construction project.

This Preliminary Safety & Health Plan sets out to ensure that the Project is managed and constructed in a safe manner, and complies with current legislation.

The Project Supervisor for the Construction Stage is under a legal duty to implement and update, as required by changes in design or circumstances, the Safety & Health Plan throughout the Project lifetime.

1.2 Risk Identification, Assessment and Controls

This Safety & Health Plan is based, in the first instance, on identifying the risks involved - see Section 2 Particular Risks. This was followed by a process of risk assessment in two stages.

1.3 Preliminary Risk Assessment (Design) - Particular Risks

This preliminary Safety & Health Plan is based on a review of 'Particular Risks' only, as defined by S.I. 291 of 2013 likely to be encountered in this project. In order to assess 'Particular Risks' reference is made to a review of statutory definitions of such risks.

Risk Assessments received from Designers are contained within Appendix A of the File.

In addition, any health and safety implications during the project (and in respect of the life of the structure) relevant to its design have already been catered for in the relevant design drawings and specifications etc.

Certain additional risks may arise during the construction phases which were not foreseen at this preliminary stage, specific to the particular work methods and weather / other conditions obtaining at the time. Control measures for such risks will be determined by the Project Supervisor (Construction Stage) in consultation with relevant contractors responsible for the specific work; and the Safety & Health Plan will be further developed (beyond the preliminary stage) accordingly.

This will be achieved in practice by requiring such contractors to submit tenders based on the Project Supervisor (Construction Stage)'s safety requirements. Such contractors will be required, in turn, to submit their own specific Safety & Health Plan on the particular works concerned.

Such further development of the Safety & Health Plan will be based on identification of hazards applicable to the construction phase of this project (in the same way as Particular Hazards).

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1.4 Organisational Structure and Responsibilities

The parties responsible for the compilation and implementation of the Safety & Health Plan are as follows: -

Project Supervisor for the Design Process:

The person appointed by the client to co-ordinate the health and safety aspects of the project's design at the planning stages, including the preparation of the Preliminary Safety & Health Plan. This appointment shall be made & accepted in writing. The client will be responsible for sending notification on form AF-1 to the Health & Safety Authority prior to design work beginning.

Project Supervisor for the Construction Stage:

The person appointed by the client to manage the construction work, control, co-ordinate and implement the health and safety requirements during the construction phase. This appointment shall be made & accepted in writing. Notification shall be sent on form AF-2 to the Health & Safety Authority prior to construction work beginning.

Contractor / Sub-Contractor:

Any person engaged by the Main Contractor to carry out construction works under the direction of the Main Contractor / Project Supervisor for the Construction Stage.

Designers:

Any person who carries on a trade, business or other undertaking in connection with which the:

1. prepares a design
2. Arranges for any person under his control to prepare a design, relating to a structure to be erected by a competent contractor.

Safety Officer

The person (s) appointed, in accordance with Regulation 18 & 26 of the Safety, Health and Welfare at Work (Construction) Regulations 2013, to advise the contractor (s) as to the observance of statutory requirements, exercise a general supervision of the observance of the statutory requirements, and the promotion of the safe conduct of work generally.

Site Safety Representative

The person appointed / elected in accordance with Regulation 23 of the Safety, Health and Welfare at Work (Construction) Regulations 2013, who may obtain safety information from the Project Supervisor for the Construction Stage (PSCS), make representations to the PSCS or contractor (s) on site, investigate accidents & dangerous occurrences, make representations to HSA Inspectors, carry out safety inspections, investigate potential hazards and complaints, and accompany HSA inspectors whilst they are on site.

1.5 Project Supervisor for the Construction Stage / Safety & Health Plan / Safety File

The Project Supervisor for the Construction Stage must comply with Regulation 16 to 23 of the Safety, Health and Welfare at Work (Construction) Regulations 2013.

It is the responsibility of the Project Supervisor for the Construction Stage to develop the Safety & Health Plan for the Construction Stage. This involves the implementation of the Safety & Health Plan, and any required amendments. All Contractors must make available to the Project Supervisor for the Construction Stage any information that will have implications to the safe maintenance of the structure for inclusion in the Safety File, as the work progresses. This information will then be passed on to the Project Supervisor Design Process who shall compile the safety file for the client.

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1.6 Project Team

Client

Names: Board of Management of St. John of God School
Person responsible: Fran Hyland - Principal
Address: Islandbridge, Co. Dublin
Phone: 01 215 0263
Mobile:
Email: principal@stjohnofgodschool.com

Architects

Company: Nicholas Mernagh
Person responsible: Nicholas Mernagh
Address: Mullanour, Co. Wexford
Phone: +353 (0)53 9141502
Fax:
Email: info@mernagh.ie

Project Supervisor Design Process

Company: Nicholas Mernagh
Person responsible: Nicholas Mernagh
Address: Mullanour, Co. Wexford
Phone: +353 (0)53 9141502
Mobile:
Email: info@mernagh.ie

Project Supervisor Design Process – Health & Safety Coordinator

Company: Nicholas Mernagh
Person responsible: Nicholas Mernagh
Address: Mullanour, Co. Wexford
Phone: +353 (0)53 9141502
Mobile:
Email: info@mernagh.ie

Consulting Structural & Civil Engineers

Company:
Person responsible:
Address:
Phone:
Mobile:
Email:

1.7 Location of Project

The project is located in the grounds of the existing national school at St John of God School, Islandbridge, Co. Dublin.



Figure 1: View showing site relative to St John of God School, Islandbridge, Co. Dublin.



Figure 2: Aerial view showing site outline.

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1.8 Existing Site and Buildings

1.8.1 Existing Ground Conditions

There are no expected issues with the current grounds conditions.

1.8.2 Ground or Water Contamination

There are a number of existing drains running through the property and are clearly identifiable on site. The PSCS/MC shall ensure that measures are put in place to prevent contamination of ground water.

1.8.3 Existing Structures

The site contains many existing buildings that accommodate students and pupils.

1.8.5 Archaeological Information

Not applicable.

1.8.6 Road Access and Car Parking

Access to the site can be obtained through the existing entrance. Contractors will have use of the limited parking on site. The site is located in an urban area and the local roads are heavily trafficked by pedestrians and vehicles alike. It is proposed that the main contractor will use an allocated area as a compound for the storage of materials and equipment for the duration of the project. This area will be agreed with the school's management and will be treated as part of the construction site.

1.8.7 Traffic Management Plan

The PSCS & main contractor will ensure that all employees on site adhere to the existing traffic system on site. Access ways or emergency exits are not to be impeded or obstructed at any time. Particular attention is to be paid to no parking areas on site. No parking is permitted on grassed areas or in the main entrance. Contractor vehicles may not park in the teachers' car-park.

1.9 Description of Project

Scope of Works

This section is included for INFORMATION ONLY and does not form part of the Contract. The full scope of works, and the obligations of the Contractor, is to be ascertained by reference to the full set of Contract documents. Refer to the architect's drawings and specifications and the consulting structural & civil engineer's drawings and specifications for exact contract requirements.

Additional Accommodation – 2 No. SEN Classrooms with associated accommodation.

Reconfiguration Works of Existing School

1.10 Timescale / Phasing of Project

The timescale / Phasing of the Project to be carried out in line with the clients requirements. The project program should in no way affect the Safety, Health and Welfare of those persons involved in the project to meet its requirements.

It is the responsibility of the Project Supervisor for the Construction Stage to advise whether this timescale is achievable with respect to Health, Safety and Welfare considerations.

Planned commencement:	Main Contract Works	-	Sept/Oct 2026
Estimated project duration/completion date		-	4 Months

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The works will be undertaken during normal working hours, at weekends and summer school holiday period. The exact timeframe will be agreed with the Board of Management of the school. As the works are being undertaken in a residential area noise levels and emissions will be limited to those defined in Section 1.12.4. Also, for the purpose of this project, daytime is defined as 08:00 hours to 22:00 hours and night-time is defined as 22:00 to 08:00.

1.11 Health and Safety Principals for the Project

All work must be carried out in accordance with the: -

- The Safety, Health and Welfare at Work (General Application) Regulations 2007
- Safety Health and Welfare at Work (Construction) Regulations 2013
- The Safety, Health and Welfare at Work Act 2005
- The Safety, Health and Welfare at Work Regulations
- And all other associated health and safety legislation

1.12 Restrictions Affecting the Project

The Designer(s), Client and the Project Supervisor for the Design Process have identified restrictions, which include: -

1.12.1 Restrictions on the Work Site

- All personnel / visitors to this site must wear the correct personal protective equipment.
- All personnel commencing work, on site, must receive a site-specific safety induction from the Project Supervisor for the Construction Stage.
- All personnel entering / working on this site must sign in and out.
- The school has a limited boundary walls, fencing and tree-line so the PSCS & MC must ensure that suitable secure fencing/hoarding is installed and maintained around the worksite for the duration of the construction period.
- All plant, machinery and access equipment must be left safe during out of hours.
- Access scaffolding to be left secure at the end of each shift so as to prevent unauthorized access by trespassers.

1.12.2 Restrictions on Working Hours

The Project Supervisor for the Construction Stage is to liaise with the Board of Management and the PSDP regarding restrictions on working hours.

As is good practice, no person must work on his or her own on the site at any time.

The proposed working hours are as follows:

- Normal working hours will be 08:00 to 18:00hrs Monday to Friday & 08:00 to 14:00 on Saturdays.
- No Sunday works will be permitted unless by agreement with the school's Board of Management.

The school will be closed for summer holiday period so normal working hours can be used to achieve the timeframe. Also, for the purpose of this project, daytime is defined as 08:00 hours to 22:00 hours and night-time is defined as 22:00 to 08:00.

1.12.3 Access & Security Proposals

The following access and security proposals exist for this project

- Contractor parking will be in allocated contractor's compound area, overflow will be in the road-side school car-park; contractor parking shall not impede or restrict access to the school or public roads.
- Access to the works area will be through the existing entrance to the property.
- A designated area shall be identified for the storage of materials etc on site.
- PSCS shall ensure that the immediate works area is safe and may use the existing school boundary fencing to supplement site security. Main construction stage access gates shall remain closed at all times.
- The PSCS shall provide safe access and egress to the work areas & to welfare facilities.
- STRICTLY NO WORK is permitted outside the site boundary without the permission of the Project Supervisor for the Construction Stage.
- Visitors will identify themselves to site management. The Main Contractor's site representative must highlight any specific hazards on site to the visitor and issue him with the relevant PPE required for his visit. He will instruct the visitor to report to him before leaving site.

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- Deliveries to site will be scheduled so as to reduce interference with traffic or pedestrians.
- All loading and unloading operations will be carried out within the site itself. Where this is not possible the appointed PSCS will ensure that procedures for on or off loading materials in the confines of the adjacent streets is incorporated into the traffic management plan.
- Adjacent public access routes, footpaths & roads will be maintained in such a manner & frequency as to remove debris or mud from them.
- No elevated work will be allowed in strong winds on roofs or other exposed parts of the building. Lifting operations will also cease in these conditions.
- Storage of materials will be restricted to the site area, as far as practicable, and will be organised so it they do not cause a hazard or impede safe access and egress.
- All personnel / visitors to this site must wear the correct personal protective equipment.
- All personnel commencing work, on site, must receive a site safety induction from the Project Supervisor for the Construction Stage
- The overhead powerlines along the roadside need to be highlighted to those working of the site.
- Access & Security must be carried out in accordance with those requirements laid down by the Client/PSCS.

1.12.4 Noise / Dust / Vibration

The Project Supervisor for the Construction Stage is to ensure noise / dust / vibrations are kept to a minimum, so far as is reasonably practicable.

Noise emissions on site must comply with the Safety, Health and Welfare at Work (General Application) Regulations 2007.

- Suitable dust control measures to be put in place during any ground-breaking or demolition work involved in the project. Dampen down as required.
- The PSCS shall ensure that the risk assessments include for site-specific tasks in line with the Safety, Health & Welfare at Work [General Application] Regulations 2007, item # 5, Chapter 1, Control of Noise.
- Noise and vibration levels to be controlled by the PSCS. Works with a high noise or vibration output should be planned for out of school hours.
- The acceptable noise levels at the façade of dwellings during construction is given in the following table, noise attributable to on-site activities should not generally exceed these values. Construction plant and equipment used for construction shall comply with the EC Directive 'Noise emission in the environment by equipment for use outdoors'

Days & Times	L _{Aeq1hr} dB	L _{pAmax slow} dB
Monday to Friday 07:00 to 19:00hrs	70	80
Monday to Friday 19:00 to 22:00hrs	60	65
Saturday 08:00 to 16:30hrs	65	75
Sundays and Bank Holidays 08:00 to 16:30hrs	60	52

1.12.5 Width, Weight & Headroom Restrictions

There is ample access to the site grounds. The access point will be from the existing entrance to the front boundary of the school and will accommodate any materials or equipment needed to be brought to site.

1.12.6 Site Restrictions

The Main Contractor will notify the client in advance of any working hours outside the normal working day and take particular care not to cause annoyance to areas of the site not included in the works or any the adjoining properties during normal hours.

The works areas are to be fully cordoned off or made secure from existing/ public access.

1.12.7 Occupational Safety & Health Restrictions:

The PSCS shall be responsible for ensuring that smoking, eating and drinking will take place, in designated area(s) only of the site compound which should be well away from the adjacent buildings.
The contractor/PSCS is to ensure that all welfare facilities for construction workers are provided in accordance with all statutory requirements.

1.13 Selection of the Project Supervisor for the Construction Stage

The Project Supervisor for the Construction Stage will receive a copy of the Preliminary Safety & Health Plan, as part of the tender documents. The Preliminary Safety & Health Plan details the Particular Risks involved in this project.
It shall be the responsibility of the Project Supervisor for the Construction Stage to develop the Preliminary Safety & Health Plan into the Construction Stage Safety & Health Plan, **PRIOR** to commencing work on this project.

1.14 Monitoring of Health and Safety on Site

The Project Supervisor for the Construction Stage must submit, as part of the Safety and Health Plan, their proposals for the ongoing monitoring of health and safety management during the project.
The Project Supervisor for the Construction Stage must co-operate with the client's safety advisor during the course of the works.

1.15 Safety File

The Project Supervisor for the Design Process is responsible for ensuring that all relevant information relating to future construction works or future maintenance works within this building is included in the Safety File. This Safety File will be prepared for the Client.
For this purpose, all sub-contractors / suppliers etc. must make as-built drawings / O&M manuals or product information available, such as technical data sheets or material safety data sheets – this will be independent of the normal O&M manuals made available to the client. Copies of all certification issued prior to the client's acceptance will also be required.

All information required for the Safety File must be forwarded to the Project Supervisor for the Design Process no later than 4 weeks after completion of the certificate practical completion by the architect/consulting engineer.

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SAFETY FILE INFORMATION REQUIREMENTS	
1.0 GENERAL INFORMATION	Information Source
1.1 Description of the works	Architect
1.2 Details of ownership and all consultants and designers.	Architect
1.3 Details of all authorities plus copies of all consents and approvals obtained.	Architect
1.4 Names, addresses, telephone and fax nos. of all contractors, subcontractors, suppliers and manufacturers.	Architect
1.5 The Fire Safety Strategy for the building including drawings showing emergency escape routes, location of emergency and fire fighting systems, services shut-off valves, switches etc.	Architect
1.6 Planning Permission drawings	Architect
1.7 Final design drawings	Architect
1.8 Any previous Safety File	Client/PSDP
2.0 BUILDING FABRIC.	
2.0 Details of construction methods and materials which may present significant residual hazards with respect to cleaning maintenance or demolition for all contractors designed work and performance specified work.	PSCS & Designers
2.1 As built drawings including details of construction for all contractor designed work and performance specified work	PSCS/Main Contractor
2.2 Copies of manufactures current literature for all products for which the particular proprietary brand has been chosen by the Contractor, including MSDS sheets and manufacturers recommendations for cleaning and Maintenance.	PSCS/Contractors
2.3 Copies of all guarantees, warranties and maintenance agreements offered by subcontractors and manufacturers.	PSCS
2.4 Copies of all test certificates and reports required in the specifications.	PSCS
3.0 SERVICES INFORMATION	
3.1 A full description of each of the systems installed, written to ensure that the Employers' staff fully understand the scope and facilities provided.	PSCS
3.2 A description of the mode of operation of all systems including services capacity and restrictions.	PSCS
3.3 Diagrammatic drawings of each system indicating principal items of plant, equipment, valves etc.	PSCS
3.4 A photo reduction of all record drawings to A3 size together with an index.	PSCS
3.5 Legend for all colour coded services	PSCS
3.6 Schedules of plant, equipment, valves etc. Stating their locations, duties and performance figures.	PSCS
3.7 The name, address and telephone number of the manufacture of every item of plant and equipment together with catalogue list numbers.	PSCS
3.8 Manufactures' technical literature for all plant and equipment assembled for the project.	PSCS
3.9 A copy of all test certificates.	PSCS
3.10 A copy of all manufactures' guarantees, warranties and maintenance agreements offered by subcontractors and manufactures.	PSCS
3.11 Starting up, operating and shutting down instructions for all equipment and systems installed.	PSCS
3.12 Control sequences for all systems installed.	PSCS
3.13 Schedules of all fixed and variable equipment settings established during commissioning.	PSCS
3.14 Procedures for seasonal changeovers.	PSCS
3.15 Recommendations as to the preventative maintenance frequency and procedures to be adopted to ensure the most efficient operation of the systems.	PSCS
3.16 Lubrication schedules	PSCS
3.17 A list of normal consumable items.	PSCS
3.18 Fault finding.	PSCS
3.19 Emergency procedures, including telephone numbers for emergency Services.	PSCS
3.20 Hidden risks e.g. burial of contaminated materials.	PSCS

1.16 Notification to the Health & Safety Authority

In accordance Regulation 10 of the 2013 Construction Regulations where construction work is planned to last longer than 30 working days or the volume of work is scheduled to exceed 500 person days and upon appointment, it is the responsibility of the Client to promptly give notice in writing to the Health & Safety Authority in the approved form [AF-2] details of the appointment of Project Supervisors. This form is to be sent by registered post or by other approved/accepted means by the Authority.

The area office covering this project is as follows;

Health & Safety Authority, Metropolitan Building, James Joyce St., Dublin 1

Schedule 3 (Regulation 22) of SI 291 of 2013 lists the minimum particulars to be notified by the Project Supervisor for the Construction Stage to the Health and Safety Authority before the construction work begins.

1.17 Consultation amongst contractors

Under section 13 of the Safety, Health and Welfare at Work Act 2005, each employer is obliged to make arrangements for effective consultation with his or her employees on matters of safety and health. In addition, employees have the right to select and appoint one of themselves as a safety representative to represent them in consultation on safety and health matters with the contractor.

However, consultation does not just cover the employer/employee relationship. Consultation should also be ongoing between contractors, designers, Project Supervisors, clients and others, as relevant, on site. Decisions should not be unilaterally imposed on other parties but due consideration should be given to inputs of those who are affected by decisions made in the context of safety, health and welfare.

In addition to the obligation on contractors to consult their employees, they must also take account of the need for co-ordination of consultation arrangements between the various other contractors on site. The Project Supervisor Construction Stage will need to specify in the Safety and Health Plan the arrangements for consultation between the different contractors. Contractors are obliged to co-operate with the Project Supervisor in ensuring that there is effective consultation between the various contractors and groups of employees on the site.

The PSCS should ascertain the effectiveness of the arrangements made. This can be done simply by requesting feedback from the contractors and their respective employee representatives. If the project is on a large scale with numerous contractors on site, the PSCS should arrange in consultation with the various contractor employee representatives and the Site Safety Representative, structures such as joint safety committee meetings or a rotation of safety representatives attending site safety meetings. No matter what structure is implemented, it is important that consultation arrangements should include balanced participation on the part of both employees and employers.

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2 Particular Risks (that the Project Supervisor for the Construction Stage will be required to manage)

2.1 Statutory Definitions and Considerations - Particular Risks

The following is the non-exhaustive list of particular risks to the safety and health of persons as set out in Schedule 1 of SI 291 of 2013 together with the opinion of the Project Supervisor for Design Process on what elements of the words may fall within each particular risk category.

Particular Risks likely to be encountered in this project are listed below:

- a) In relation to Items 1 and 2 of the Second schedule of SI 291 of 2013 those risks that would not be evident and reasonably deductible from drawings or other support documentation to a competent Project Supervisor (Construction Stage)
- b) In relation to the relevant items of the second Schedule of SI 291 of 2013) those risks which are reasonably foreseeable by Designers and/or the Project Supervisor (Design Process).
- c) In relation to other particular risks (as defined by SI 291 of 2013) only those risks that would not be evident and reasonably deductible from drawings or other support to a competent Project Supervisor (Construction Stage).

2.2 Non-Exhaustive List of Work Involving Particular Risks to the Safety and Health of Persons at Work

DESCRIPTION	YES	NO
1. Work which puts persons at work at risk of burial under earth falls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work on site.		✓
2. Work which puts persons at work 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		✓
3. Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom.		✓
4. Work near high voltage power lines.		✓
5. Work exposing persons at work to the risk of drowning.		✓
6. Work on wells, underground earthworks and tunnels.		✓
7. Work carried out by divers at work having a system of air supply.		✓
8. Work carried out in a caisson with a compressed air atmosphere.		✓
9. Work involving the use of explosives		✓
10. Work involving the assembly or dismantling of heavy prefabricated components.	✓	
Assessment by: NM		
Date: Aug 26		

2.1	<u><i>“ Works which put person at work at risk of burial under earthfalls, engulfment in swampland or falling from a height, where the risk is particularly aggravated by the nature of the work or process used or by the environment at the place of work or site”</i></u>
	Work at heights will be involved when undertaking construction activities for this project. Construction of internal walls; finishing to underside of ceiling, installation of ceiling electrical and mechanical equipment, painting and decorating. A safe system of access and egress to these work locations needs to be implemented by the PSCS; Consideration needs to be given to system scaffolding, the use of MEWP's, safety nets and handrailing leading edges. Fall arrest equipment should only be used where no other means of protection is possible. There are no works designed or planned that normal safe systems of work or access systems cannot accommodate. • A scaffolding system should always be considered over the use of trestles [even with hand-rails]. • The use of 'man-baskets' without controls integrated into the lifting appliance can only be used in 'exceptional' circumstances e.g. rescue operations. • Ladders may only be used for work of a 30-minute duration maximum where the risk is minimal. Ladders, particularly A-frame ladders, are not to be used off the catwalks/landings or other leading edges unless a suitably extended/raised handrail system has been erected. • The Project Supervisor for the Construction Stage / Main Contractor must ensure that a documented safe system of work in the form of written Method Statements or equal are submitted for each aspect/phase of the works. • Those using mobile access towers to have appropriate CSCS/approved training.
2.2	<u><i>“ Works which put persons at work 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”</i></u>
	Not envisaged in these works.
2.3	<u><i>“ Work involving assembling / dismantling heavy prefab components” e.g.</i></u>
	Pre-assembled units and equipment will consist of glazed window units, etc.
2.4	<u><i>“ Work near high voltage power lines”</i></u>
	Not envisaged.
2.5	<u><i>Demolition involving the flame cutting of painted steel where the paint is likely to contain lead and where an assessment reveals any condition referred to in Regulation 4 (7) of the EC (Protection of workers) (Exposure to Lead) Regulations 1988.</i></u>
	Not envisaged in these works.
2.6	<u><i>“Work involving asbestos” e.g. roof tiles or lagging.</i></u>
	Not envisaged in these works
2.7	The specification or use of substances or preparations that must be labelled with the risk phrase R45 “May cause cancer”. Substances classified as carcinogens include asbestos, zinc chromate benzene, and certain classes of bituminous substances that are used in caulking or sealant.
	Not envisaged in these works.
2.8	The specification or use of substances or preparations that must be labelled with the risk phrase R42 “May cause sensitisation by inhalation”. Substances classified as respiratory sensitises include isocyanates. These are components of many coatings, sealant and foams, particularly “two pack” coatings or urethane. A particular risk may not exist where only small quantities are used and ventilation is adequate or where a written risk assessment shown that the occupational exposure limit is unlikely to be exceeded.
	Not envisaged. Expandable foam fillers or intumescent sealant products with the risk phrase R42/43 ‘May cause sensitisation by

	inhalation and skin contact' shall not be used.
2.9	The presence of Ethylene Oxide or Gluteraldehyde (Sterilising Agents) or work in close proximity to exhaust outlets from equipment where these substances are used.
	Not envisaged in these works.
2.10	“Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euroatom”. For example radioactive lightning conductors, ionisation chamber smoke detectors, other disused radioactive materials or plant, radioactive installations, work near x-ray machines, in hospital radiotherapy departments or nuclear therapy departments.
	Not envisaged in these works.
2.11	“Work exposing persons at work to the risk of drowning”. For example work significantly below water table; work to bridges, culverts, work on or near the sea, lakes, ponds, and reservoirs. Work where there is a risk of drowning in vats, slurry tanks or grain silos. Work in sewage treatment plants.
	Not envisaged in these works.
2.12	“Work on wells, underground earthworks and tunnels”
	Not envisaged in these works.
2.13	“Work carried out by divers at work having a system of air supply”.
	Not envisaged in these works.
2.14	“Work carried out in a caisson with a compressed air atmosphere”.
	Not envisaged in these works.
2.15	“Work involving the use of explosives”.
	Not envisaged in these works.
2.16	“Work in confined spaces”
	Not envisaged in these works.
	The information contained in this Preliminary Health and Safety Plan has been prepared prior to the commencement of the work on site. It does not take account of any matters or information that may come to light after that time. This shall be resolved through discussion with the PSDP & PSCS/main contractor to ensure a satisfactory & safe solution. Hurriedly produced solutions will not be permitted as they may produce further risks within themselves.

3 Other Recommendations/Information

3.1 Surrounding land uses / Existing structures

The site is located on the grounds of the existing school at St John of God School, Islandbridge, Co. Dublin.
The proposed entrance to the site will be the existing entrance off the public road.
The adjacent road is limited to a 50 Km/hr speed limit and is heavily trafficked by pedestrians and vehicles alike.

Site boundaries:

The site is bound by some housing, playing fields and other St John of God buildings to all sides and the public road bounds the front of the school.

3.2 Existing services

Prior to commencing works on site the Project Supervisor for the Construction Stage must satisfy himself that all services on site have been identified, disconnected, and diverted as required by the stage of the works. A scan prior to digging policy is to be adopted.

- Electricity /ESB – present;
- Telecom – present
- Water, foul & sewer – present in the existing grounds.

3.3 Existing traffic systems and restrictions

The PSCS must ensure that a suitable traffic management plan is put in place and that other road users are not put at risk due to construction traffic. A traffic management plan put in place must take account of the public roads.

Traffic management plan must consider as a minimum;

- Pedestrian Traffic – Pedestrian & vehicular
- The existing parking arrangements.
- Contractor parking in adjacent streets.
- Deliveries to site.
- Storage of materials & equipment – all materials being left on the premises shall be store in a safe manner and shall be securely fenced off to prohibit access by pupils, other third parties or would be trespassers.
- Safe Access and Egress for vehicular traffic.
- Feeding of materials around the site.
- Other road users

3.5 Existing Drawings

Before work commences on site, the Project Supervisor for the Construction Stage / Main Contractor must check the position of all services, which may affect safety during the construction phase.

3.6 Proposed Drawings

A set of drawings is available from the Architects, Nicholas Mernagh.

3.7 Existing Safety File

Available from School, if requested.

3.8 Substances Hazardous to Health – during construction

The Project Supervisor for the Construction Stage / Main Contractor must analyse the project and ensure that Substances Hazardous to Health are identified, along with the appropriate control measures.

The Project Supervisor for the Construction Stage / Main Contractor must ensure that Material Safety Data Sheets are obtained for all substances hazardous to health in use as part of this project. In addition where required the Project Supervisor for the Construction Stage must ensure a method statement is prepared for the articles in use.

The Project Supervisor for the Construction Stage should refer to any existing Safety File for the positions of any existing substances hazardous to health within the existing building.

3.9 Substances Hazardous to Health – during use of building or future maintenance / construction work

The Project Supervisor for the Construction Stage must ensure that assessments are obtained for all substances hazardous to health, which shall be installed in the structure as part of this Project, for inclusion in the Safety File.

Client: Board of Management of St John of God School	Document: - Preliminary Safety & Health Plan – 25-26
Project: Additional Accommodation – 2 SEN Reconfigure Classrooms	Date of current revision: August 2026

3.10 Liaison with the Client / Project Team

The Client will meet with the Design Team / Project Supervisor for the Construction Stage / Main Contractor / Developer and relevant contractors on a basis as agreed between all relevant parties.

Health & Safety shall be an item on the agenda and the implementation of the Health & Safety standards for the project shall be discussed.

Client: Board of Management of St John of God School	Document: - Preliminary Safety & Health Plan – 25-26
Project: Additional Accommodation – 2 SEN Reconfigure Classrooms	Date of current revision: August 2026

Appendix A Designers Risk Assessments or Reports

(This Appendix will incorporate those Risks that were identified by the designers as being present on the project that they were unable to Design Out or that cannot be clearly identified within the Drawings)

Items requiring maintenance or that pose particular risks during future building maintenance and the proposed control measure to mitigate the risks as considered at design stage.

Client: Board of Management of St John of God School	Document: - Preliminary Safety & Health Plan – 25-26
Project: Additional Accommodation – 2 SEN Reconfigure Classrooms	Date of current revision: August 2026

**Designer's Assessment of Safety during Construction and Maintenance
 taking account of the Principles of Prevention**

Nicholas Mernagh Architecture		Project: St John of God School, Islandbridge, Co. Dublin		Designer: NM	Date: 05.08.2026
				Checker: NM	Sheet no: 1 of 5
Nº	AREA OF DESIGN RISK ASSESSMENT	DESIGNER	ARCHITECT	ENGINEER	SAFETY FILE
1.	Location of building works within boundary of existing road & off street parking	NMA	✓		✓
2.	Dust & noise emissions from the site during school hours.	NMA	✓		✓
3.	Working at heights	NMA	✓		✓
4.	Builders compound & facilities	NMA	✓		✓
5.	Light fixtures and fittings requiring maintenance	NMA	✓		✓
6.	Cleaning and maintenance of doors and hinge mechanisms.	NMA	✓		✓
No.	Key hazards identified	Decisions/action		Population Exposed	
1	Location of building works within boundary of existing premises.	Erect hoardings to prevent the public access to storage areas & any site accommodation. No restrictions on deliveries when school will be closed however please avoid deliveries at schools busiest times 8.30 to 9.30, 1.45 to 2.15 & 2.45 to 3.30 Make sure deliveries through construction entrance do not cause a traffic hazard and affect the traffic management of public road.		PSCS/Main Contractor	✓
				User	
				Maintenance	
				Public	✓
				Responsible:	1. Contractor
No.	Key hazards identified	Decisions/action		Population Exposed	
2	Dust & noise emissions from the site during school hours.	Cutting of new opes etc to be dampened down at source. Plant & equipment to be maintained and in good order. Contractor to ensure noise emissions comply with S.I 299 of 2007.		PSCS/Main Contractor	✓
				User	
				Maintenance	
				Public	✓
				Responsible:	1. Contractor

3	Working at a height	Provide safe scaffold with hand and toe rails. Provide safety lines/nets. Provide catch platforms and or debris netting. Provide secure and fastened ladders and means of access.	PSCS/Main Contractor	✓
			User	
			Maintenance	
	Electrical wiring and fitting light fixtures & fittings.	Use of mobile access towers for fitting/commissioning to high ceilings/wall locations. Ladders not to be used near leading edges. Erect temporary handrails at leading edges during construction. Low maintenance fittings specified.	Public	✓
	Plastering or rendering/skimming of internal walls such as ceilings	System scaffolding to be used to prevent falls from heights. Use of temporary handrails in where permanent rails not installed. Use of suitable PPE. No use of ladders near leading edges.	Responsible:	1. Contractor
	Use, erection, modifying & striking of scaffolding or mobile access towers.	Provide debris netting on scaffolding. Relevant contractor to work to agreed method statement. Operatives to be trained & competent as per 2006 Construction Regulations. Scaffolding to be erected, inspected etc in line with the Code of Practice of Access & Working Platforms.		
	Danger of falling materials/objects or operatives			
	Working at heights; Danger of falling. Danger of falling through structure. Falling materials/objects.	Provide safety lines/nets. Provide walkway boards off strong support points. Do not permit unaccompanied working in voids. Provide debris netting on scaffolding. Elevated handrails on uppermost lift of scaffolding. Contractor to work to agreed method statement. Joisting to be installed by working from the ground floor slab.	PSCS/Main Contractor	✓
			User	
			Maintenance	
	Danger of falling. Danger of falling materials/objects.		Public	✓
			Responsible:	1. Contractor
	Working at heights; Secondary work for insulators, electricians, plumbers, decorators, fire or alarm systems in roof voids and on stairwells or surrounds.	Safe means of access & egress to be ensured by the PSCS. Light & Fire Management fittings - final location to be decided with the architect to minimise risk during installation or maintenance.	PSCS/Main Contractor	✓
			User	✓
			Maintenance	

			Public	
			Responsible:	1. Contractor
4	Builders compound & facilities	Erect hoardings to prevent members of the public or school staff/pupils access to compound at all times. No parking on adjacent roads - all parking, storage and unloading to be limited to the allocated works area.	PSCS/Main Contractor	✓
			User	✓
			Maintenance	
			Public	
			Responsible:	1. Contractor
5	Light fixtures and fittings requiring maintenance	Ceiling height is standard. Long live luminaires specified.	PSCS/Main Contractor	✓
			User/Client	✓
			Maintenance	✓
			Public	
			Responsible:	1. Contractor 2. Client
6	Cleaning and maintenance of doors and hinge mechanisms.	Standard cleaning regime envisaged as per suppliers user instructions.	PSCS/Main Contractor	✓
			User/Client	✓
			Maintenance	✓
			Public	
			Responsible:	1. Contractor 2. Client

Appendix B Design Risk Assessments for Construction Stage

Risk Assessment Number	Area Assessed
1.	Work at heights
2.	Security / Protection to Third Parties
3.	Maintaining live services to the school
4.	Fire Safety during construction
5.	Control of Sub-Contractors / Personnel on site with respect to Health, Safety and Welfare
6.	Use or Movement of Vehicles on Site
7.	Use of Lifting Appliances
8.	House Keeping
9.	Lifting operations on site
10.	Working with Concrete
11.	Work with hazardous substance
12.	Working on electrical circuits
13.	Temporary Access Platforms & Scaffolding
14.	Work in and around the occupied premises [school]

1 - Design Assessment – Work at heights	
Area under assessment: Work at Heights	
Hazards & Risks Identified: Falls of persons from heights, Falls of materials or articles from heights	
Hazard Location: Blockwork & plastering, Electrical and mechanical systems, decorating of interiors.	
Persons Exposed: All site personnel and visitors	
Frequency of Exposure: Constant	
Risk Assessment: HIGH	
Maintenance Frequency: Constant, edge protection must be constantly monitored	
Future Usage Issues: NA	
Proposed solutions to eliminate and / or reduce the hazards & risks identified:	
General	
- The Project Supervisor for the Construction Stage / Main Contractor must ensure that work is planned so that safe access / egress and working places are provided for operatives to work at heights. Scaffolding shall be used for safe work at heights around the internal and external perimeter of the building. - Materials must not be tipped, dropped or thrown down from a height other than by means of a chute or other suitable safe methods. - Effective cordons must be fitted to deter non-essential personnel in some areas in a few exceptional cases where this is not practicable operatives may be required to attach tools or small articles to chords so that they cannot fall. - Portable access equipment, such as trestles, stepladders and tower scaffolds, must not be positioned near stairwells or floor/roof edges if this places operatives at risk of falls. - Sufficient materials and labour must be available on site to protect edges and openings. - All edges, from which it is possible to fall and sustain an injury, must be protected on scaffolding. - All guardrails (and their uprights) must be of adequate strength. - Guardrails must be between 950-1200mm high with toeboards not less than 150mm. - Safety Nets to EN 1263 shall be the preferred option for fall prevention during any roof work where access platforms are not practical. Suitable edge protection should be considered by the PSCS along with these nets. - All work must be supervised by the Project Supervisor for the Construction Stage / Main Contractor. - Personnel required to fall arrest equipment must receive instruction. - The Project Supervisor for the Construction Stage / Main Contractor must ensure that Method Statements are submitted for all work at heights. - Use of ladders: Ladders must only be used for access purposes, or for short duration work. Where a person is required to work at a particular location a proper working platform must be provided.	
When using ladders on site the following shall apply:	
- where the work is of short duration – ladders are not suitable where they are in one position for 30 minutes or more; - where the risk is low, i.e. because the nature of the work makes a fall unlikely or where a fall would be unlikely to cause injury - for 'light work' - ladders are not suitable for strenuous or heavy work. - for work that does not involve carrying heavy or awkward tools or equipment. - where a handhold is available both for climbing the ladder and in the working position; - where you can maintain three points of contact (hands and feet) at the working position - And where it complies with EN 131 is marked accordingly	
Use of MEWP's	
- Only trained and authorised persons must use or operate Mobile Elevating Working Platforms (MEWPs) on a work area that is level and firm. Where rough terrain will be encountered the manufacturer's recommendations MUST be adhered to. - The work area around the platform must be kept clear by means of tape, warning signs and cones. Hard barriers to be used in heavy trafficked areas. - MEWPs must not be operated or parked in the vicinity of overhead electrical cables. - The Safe Working Load must be clearly marked on the platform, and followed. - Safety harnesses must be worn within the basket or carrier of the MEWPs. Suitable work position lanyards must be secured to the manufacturers provided anchor point within the basket/carrier. - The PSCS / Main Contractor must ensure that; weekly inspections of the MEWP are carried out by the operator, and recorded on the statutory forms; tests and thorough examination certificates are provided on site prior to any use. - Platforms must be secured at ground level (and immobilised to prevent unauthorised operation) when not in use and that rescue procedures must be planned, i.e. ensure that someone that is familiar with the emergency ground controls can be alerted if power fails.	
Further Actions Required: Monitor on site	

2 - Design Assessment - Security / Protection to Third Parties

Area under assessment: **Security / Protection to Third Parties**

Hazards & Risks Identified: **Unauthorised access to site during construction phase may expose third parties to construction hazards that they are not familiar with. Protection for third parties, which may be exposed to construction risks during construction phase, must be provided.**

Hazard Location: **Throughout site, compound/materials storage areas area**

Persons Exposed: **Public / third parties & the occupants of the school.**

Frequency of Exposure: **Throughout project duration.**

Risk Assessment: MEDIUM

Maintenance Frequency: **Constant – so as to exclude unauthorised persons**

Future Usage Issues: **NA**

Proposed solutions to eliminate and / or reduce the hazards & risks identified:

- The PSCS/MC must ensure that there are adequate security precautions in place for the project to prevent the unauthorised entry of persons.
- The PSCS/MC shall access the site during the work in accordance with section 1.12.3 of this preliminary Health & Safety Plan.
- The PSCS/MC Contractor is advised that all works, materials etc. forming part of this project must be confined to the designated areas on site.
- All personnel entering / working on this site must complete a site-specific safety induction and wear the normal site mandatory PPE.
- The compound area is to be suitably fenced off with hoarding/combination hoarding/herras fencing to prevent unauthorised access, in particular by minors.
- All construction plant, scaffolding and stored materials to be secured when left unattended.
- PSCS to ensure that school management and personnel are informed and comply with a no entry to works area rule.

Further Actions Required: **NA**

3 - Design Assessment - Maintaining live services to the school

Area under assessment: **Maintaining live services to the school.**

Hazards & Risks Identified: **Fire, electrocution, flooding, exposed services.**

Hazard Location: **Outside the site areas, movement of delivery & construction vehicles, e.g. carting away rubble & materials, electrical and mechanical tie-ins.**

Persons Exposed: **Employees & occupants of the school.**

Frequency of Exposure: **Potentially constant during Project.**

Risk Assessment: MEDIUM

Maintenance Frequency: **NA**

Future Usage Issues: **NA**

Proposed solutions to eliminate and / or reduce the hazards & risks identified:

- The PSCS/Contractor to liaise with school management prior to commencement of construction on site and discuss work schedule to accommodate escape routes.
- Only competent contractors to undertake works on the electrical and mechanical systems.
- No services are to be left exposed.
- Lockout – tag out procedures to be implemented by the PSCS.

Further Actions Required: **NA**

4 - Design Assessment – Fire safety during construction

Area under assessment: **Fire Safety during construction**

Hazards & Risks Identified: **Obstruction of routes for fire services during construction/renovation phases, inadequate fire safety procedures**

Hazard Location: **During refurbishment works & fit out and including Site Offices**

Persons Exposed: **Contractor's / Visitors / Third parties & the occupants of the school.**

Frequency of Exposure: **Constant during construction works.**

Risk Assessment: **MEDIUM**

Maintenance Frequency: **Constant – once present on site / daily inspection**

Future Usage Issues: **NA**

Proposed solutions to eliminate and / or reduce the hazards & risks identified:

The Project Supervisor for the Construction Stage / Main Contractor must ensure that the following Fire Strategy is developed, and implemented, on this project: -

Fire Strategy

Monitoring of the Fire Strategy – By the Project Supervisor for the Construction Stage / Main Contractor

Fire Wardens must be designated responsibility with respect to: -

- Checking of escape routes, and of fire points
- Evacuating the building, in the event of a fire
- Fire prevention measures
- Completing a daily inspection sheet.
- Ensuring NO SMOKING is permitted within site offices
- The Project Supervisor for the Construction Stage / Main Contractor must monitor housekeeping on an on-going basis to ensure that combustible materials do not accumulate on site, NB along escape routes.
- The Project Supervisor for the Construction Stage / Main Contractor must ensure that waste is removed to skips in the site compound on an on-going basis.

Emergency Evacuation Plan

- A simple plan drawing must be drawn up which shall clearly show the escape routes from the building, and the assembly point for the project.
- Interface with occupied parts of the building must be documented, i.e. how do the adjoining properties / Contractors contact each other in the event of a Fire / Evacuation / False Alarm.
- The Project Supervisor for the Construction Stage / Main Contractor must ensure all personnel are trained in the Fire Evacuation Plan / Fire Prevention Measures.

Designated Fire Escape Routes to be set up

- Corridors / access routes / stairwells to be designated as fire escape routes, and arrangements must be made to keep these routes clear, of impediments at all times.
- Emergency Exit Signage (i.e. Green Background, with directional arrows, and person running) to be erected along designated escape routes / stairwells (as required)

Use of LPG / Gas Cylinders

- Only LPG / Gas Cylinders necessary for the execution of the works must be stored within the building. All LPG / Gas Cylinders must be removed from the site at the end of the working day.
- LPG / Gas Cylinders must be stored in the designated storage area in the site compound.
- Gas cylinders must be stored externally, 3m or more away from any combustible materials, and within a lockable wire cage, which is clearly marked as containing flammable material. Neither must be kept in site huts or containers.
- Oxygen cylinders must be stored separately from those containing flammable gases.

Fire Fighting Equipment

- Fire Points are to be set up within the site offices
- Fire Points to be clearly marked with signage and kept clear.
- Where Hot Works are required separate Fire Extinguishers shall be required in these areas (normally to be supplied by the contractor concerned). Any hot works are to be controlled by means of a hot work permit.

Permit

- The PSCS shall ensure that all sparking producing activities are controlled by a hot-works permit system.

Further Actions Required: **NA**

5 - Design Assessment – Control of Sub-Contractors Personnel on site with respect to Health, Safety and Welfare	
Area under assessment: Control of Sub-Contractors / Personnel on site with respect to Health, Safety and Welfare.	
Hazards & Risks Identified: Inadequate control of sub-contractors may result in persons taking unnecessary risks on site that may lead to possible injuries of those parties concerned.	
Hazard Location: throughout the construction site.	
Persons Exposed: Site personnel & the occupants of the school.	
Frequency of Exposure: Constant during project	
Risk Assessment: MEDIUM	
Maintenance Frequency: Constantly to be monitored	
Future Usage Issues: NA	
Proposed solutions to eliminate and / or reduce the hazards & risks identified:	
• All sub-contractors must provide, to the Project Supervisor for the Construction Stage / Main Contractor, a copy of their Site Specific Safety Statement PRIOR to commencing works on site. • All sub-contractors must provide, to the Project Supervisor for the Construction Stage / Main Contractor, a method statement for high-risk activities on site PRIOR to commencing those works on site. • The Project Supervisor for the Construction Stage / Main Contractor must ensure that all personnel working on this project undergo a Site Safety Induction prior to commencing work on site. • The Project Supervisor for the Construction Stage / Main Contractor is responsible for the co-ordination of ALL activities on site; this would include the activities of sub-contractors (both domestic and nominated), visitors to the site, and for employees who may be working on the site. • The Project Supervisor for the Construction Stage must ensure that there is a Safety Officer nominated in writing, by the Main Contractor and by all Contractors on site with 20 or more personnel under their control. • The Project Supervisor for the Construction Stage shall ensure that training records are kept of all personnel on site, N.B. SAFE PASS / Construction Skills Cards. <u>N.B. ALL construction personnel / security personnel on site must have a SAFE PASS Card.</u> • The Project Supervisor for the Construction Stage shall ensure that where 20 or more persons are working on the Project that a Safety Representative has been selected in accordance with the Safety, Health & Welfare at Work (Construction) Regulations 2013. • The Project Supervisor for the Construction Stage must ensure that Tool Box Talks / Safety Talks are held with all personnel on site, and that records of these are maintained. • The Project Supervisor for the Construction Stage must ensure that weekly site safety inspections are carried out for the duration of the Project and that records of these are maintained.	
Further Actions Required: NA	

6 - Design Assessment – Movement of plant & vehicles

Area under assessment: **Use / Movement of Vehicles on Site, i.e. vehicles with tipping bodies, telescopic handlers, excavators, mobile cranes, surfacing equipment, plant used to cart away soil/waste from the site etc.**

Hazards & Risks Identified: **Entering and exiting site, Overturning, Speeding, Poor maintenance, Reversing unsupervised, Overloading or insecure loads, Debris falling on the access routes, incorrect use, Inadequate Training**

Hazard Location: **On site**

Persons Exposed: **Construction personnel, pedestrians, motorists, third parties & the occupants of the school.**

Frequency of Exposure: **Constant throughout project.**

Risk Assessment: **HIGH**

Maintenance Frequency: **All vehicles must be kept in a good state of repair according to the manufacturer's recommendations. An inspection must be made of each machine prior to first use on site and at regular intervals thereafter.**

Future Usage Issues: **NA**

Proposed solutions to eliminate and / or reduce the hazards & risks identified:

The Project Supervisor for the Construction Stage / Main Contractor must ensure that the following procedures are implemented on site: -

- A site speed limit of 5Km/hr is in operation on this project, within designated site areas / compounds.
- Only authorised, competent persons (at least 18 years old) must operate vehicles on site.
- Only vehicles necessary for the project are permitted within the site area.
- Reversing of large plant should be avoided where possible. Persons on foot must be excluded from areas of risk. Where necessary a banksman must be used during unavoidable reversing operations. Particular care is required on / near the public side of the site.
- Pedestrians / Motorists / Persons on Foot must be excluded from areas close to mobile cranes or other large plant. Alternative means of access must be provided - along with signs / tape / barriers as appropriate.
- Vehicles must not operate out of the hours of daylight unless an adequate standard of lighting has been provided.
- All vehicles must be kept in a good state of repair according to the manufacturers' recommendations. An inspection must be made of each machine prior to first use on site and at regular intervals after. Drivers are expected to maintain mirrors, lights, indicators, etc in a good, clean condition and to report any problems to Management at the earliest opportunity.
- Drivers must not consume alcohol or drugs that may impair their judgement prior to, or during, work.
- All debris must be removed from the roadway / footpath in order to avoid causing a hazard to road users / pedestrians.
- A traffic management plan to be implemented by the PSCS.
- Auxiliary reverse devices to be fitted to mobile plant as required under the construction regulations.
- The PSCS to ensure that care to be taken by plant operators & drivers of delivery vehicles when exiting the site so as to avoid striking the adjacent structures and to ensure that members of the public are protected.
- Where MEWP's are used on site and along the roadside elevation of the office suitable safety precautions need to be implemented and these need to be enforced.

Further Actions Required: **NA**

7 - Design Assessment – Use of lifting appliances

Area under assessment: **Use of Cranes / Lifting Appliances – lifting of construction materials, glazing etc.**

Hazards & Risks Identified: **Overloading due to failure to correctly estimate loads or due to incorrect use of crane, Inadequate maintenance of equipment or use of defective equipment, Unsafe methods of erection, alteration or dismantling of crane, Unsafe slinging, Insecure loads, Handling of loads in high winds, Incorrect signals, Use of uncertified rubbish skips for lifting material.**

Hazard Location: **in and around lifting operations**

Persons Exposed: **Personnel involved in lifting operations / site personnel /third parties.**

Frequency of Exposure: **during lifting operations.**

Risk Assessment: **HIGH**

Maintenance Frequency: **All lifting appliances to be maintained in accordance with the Construction Regulations 2013.**

Future Usage Issues: **NA**

Proposed solutions to eliminate and / or reduce the hazards & risks identified:

- The Project Supervisor for the Construction Stage / Main Contractor must ensure that every lifting appliance provided for use has a current test certificate (every 4 years), and has a thoroughly examination certificate (every 12 months). Weekly inspections of all cranes / lifting appliances are recorded in the statutory register. The Project Supervisor for the Construction Stage / Main Contractor must ensure that all these documents are readily available.
- Where any defect is noted or reported in any crane or item of lifting gear and the defect could affect the safe use of the equipment, it must be taken out of use until the defect is rectified.
- Only authorised (and where appropriate suitably certified) persons must be permitted to operate cranes or to give signals and sling loads. The authorised persons must be over the age of 18 and competent to carry out their duties.

- The operating instructions for each crane should be available in each cab.
- Where weather conditions may affect the safety of lifting operations the Project Supervisor for the Construction Stage / Main Contractor or the crane driver must stop operations until conditions improve.
- In addition the Project Supervisor for the Construction Stage / Main Contractor must ensure that a wind speed indicator is available on site, and the manufacturer's max. Wind speed for safe working is displayed in each cab.
- Persons carrying out inspections, installations, or maintenance of cranes where a fall from height is likely must use a Safety Harness and a suitable fall arrest device.
- All cranes must be secured and left in a safe condition at the end of each working period. Loads must not be left suspended when the crane is unattended.
- Any skips raised by a lifting appliance must have a current 6-month certificate. Certificates must be on site.
- All works must be carried out in accordance with BS 7121 Code of Practice for Safe Use of Cranes

Further Actions Required: **NA**

8 – Design Risk Assessments - Housekeeping

Area under assessment: **House Keeping**

Hazards & Risks Identified: **Fire, Slips/ Trips/ Falls, Collapse of Stored Material, Restricted or blocked access and Falling Materials, obstructions/debris on public roads/footpaths.**

Hazard Location: **Throughout Site**

Persons Exposed: **Site Personnel / Third parties & the occupants of the premises**

Frequency of Exposure: **Throughout project duration.**

Risk Assessment: Medium

Maintenance Frequency: **Constant**

Future Usage Issues: **NA**

Proposed solutions to eliminate and / or reduce the hazards & risks identified:

A tidy site is a safe site. Stack and secure all materials as they arrive on site.

- All openings in floors/roofs must be securely covered and be clearly marked to show that there is an opening below.
- Debris and materials must not be thrown or dropped from scaffolds or buildings unless a chute is provided or other suitable safe method used.
- All employees / contractors are expected to keep their work areas tidy, and co-operate with Site Management
- Everyone is entitled to a clear space of 600mm or more on gangways and working platforms.
- Route cables and hoses away from passageways.
- Pick up pallet bands once released
- Never allow sheeting to obscure openings or gaps
- De-nail timber as the work progresses
- Protruding reinforcement bars should be cut or capped.
- Stack loose material in a way that prevents items falling. For example: -
 - Use brick-guards on scaffolds.
- Keep fire escape routes clear of all obstructions, particularly combustible material.
- Treat cartridges as explosives - return all rounds to store.
- Vermin will thrive if food litter (and nesting material) is available – keep the canteen area tidy.
- Exit points from the site to be signposted and kept clean and clear. Any mud or debris on the adjacent public streets or footpaths to be removed.
- The work areas are to be left clean and tidy at the end of each shift, this will be enhanced by a clean-as-you-go policy by the PSCS.

Further Actions Required: **NA**

9 – Design Assessment – Lifting Operations	
Area under assessment: Lifting Operations on site	
Hazards & Risks Identified: Lifting beams, unloading delivery vehicles etc. Overloading due to failure to correctly estimate loads or due to incorrect use of crane, Inadequate maintenance of equipment or use of defective equipment, Unsafe methods of erection, Insecure loads/lifting over persons, Handling of loads in high winds, Incorrect signals, Use of uncertified lifting appliance/gear	
Hazard Location: During lifting operations on site	
Persons Exposed: Personnel involved in the lifting operations / site personnel /third parties	
Frequency of Exposure: constant during lifting operations	
Risk Assessment: HIGH	
Maintenance Frequency: Safe system of works to be agreed prior to work.	
Future Usage Issues: NA	
Proposed solutions to eliminate and / or reduce the hazards & risks identified:	
- The Project Supervisor for Construction Stage will ensure that the cranes provided for use have current test certificates and have been thoroughly examined within the preceding 12 months. The PSCS will also ensure that the weekly inspections of the crane are recorded. These inspections will be carried out by the operator or other appointed person. - Where weather conditions may affect the safety of lifting operations the Project Supervisor for Construction or the Crane Driver may stop operations until conditions improve. In addition ensure that a wind speed indicator is available on site, and the manufacturer's maximum wind speed for safe working is available in each cab. Otherwise 30 M.P.H. is the wind speed at which all operations will cease for mobile cranes and 24m.p.h. for mobile elevating working platforms. - All cranes must be secured and left in a safe condition at the end of each working day. Loads must not be left suspended when the crane is unattended. - Drivers of cranes, telescopic handlers, etc and Banksmen will ensure that loads are not lifted over persons where possible. All operatives must respect orders from Drivers or Banksmen if directed to keep out of lifting zones. Tag lines should be considered for any load, which is liable to swing in a hazardous manner. - Harnesses must be worn on every occasion when working in a man-riding cradle. With cradles on telescopic handlers, cherry pickers and scissor lifts the lanyard should be attached to a robust part of the cradle. With cradles lifted by cranes the lanyard must be attached to the hook of the crane (usually via an additional sling) and not the cradle itself. Lanyards should not be attached to the adjacent structure as any movement of the cradle could leave operatives stranded. Man-Baskets used of telehandlers or forklift trucks must have integral controls compatible with the type of lifting appliance. - Before any person is lifted in a man-riding cradle the PSCS should confirm personally that certificates are available and current for all lifting appliances and gear involved. Man-riding cradles may only be used in exceptional circumstances. - Detailed Method Statements will be prepared and followed for all crane erection and dismantling operations. The Project Manager (along with the crane contractor's Foreman) will personally supervise such high-risk operations. - Tandem lifts, or other extraordinary lifts, are not to be undertaken (unless the detailed preparations outlined in BS 7121 have been made and Senior Management / Project Supervisor for Construction consulted). - Areas where a lifting appliance requires any rigging, such as a mobile crane or a 360 telehandler shall be demarcated and suitably barricaded to exclude members of the public or non-essential employees from entering the slew radius.	
Further Actions Required: NA	

10 - Design Assessment – Working with Concrete	
Area under assessment: working with wet concrete	
Hazards & Risks Identified: Skin or eye damage caused by cement burns	
Hazard Location: whenever working with wet concrete or mixing concrete on site, e.g. blocklaying, plastering, footpaths etc.	
Persons Exposed: Personnel involved in site personnel /third parties	
Frequency of Exposure: constant during the preparation & use of concrete	
Risk Assessment: Medium	
Maintenance Frequency: Safe system of works to be agreed prior to work.	
Future Usage Issues: NA	
Proposed solutions to eliminate and / or reduce the hazards & risks identified:	
- Use of the correct PPE - Employees laying strip foundations or pouring floors should wear suitable eye protection & footwear. - Suitable Wellington boots are preferred to ankle boots for floor slab work.	
Further Actions Required: NA	

11 - Design Assessment – Work with hazardous substances	
Area under assessment: Working with hazardous substances	
Hazards & Risks Identified: Working with hazardous substances may caused any of the following: Dermatitis, burns to skin, respiratory problems, dizziness or impaired vision.	
Hazard Location: during concreting works, dust formed by demolition or concrete cutting works application of certain paints & lacquers or epoxy resins, working with glues.	
Persons Exposed: Personnel involved in demolition operations / site personnel /third parties	
Frequency of Exposure: constant during demolition	
Risk Assessment: Medium	
Maintenance Frequency: Safe system of works to be agreed prior to work.	
Future Usage Issues: NA	
Proposed solutions to eliminate and / or reduce the hazards & risks identified: ▪ All hazardous substances to be identified prior to use and substituted for less hazardous equivalents where possible. ▪ Material Safety Data Sheets [MSDS] to be readily available and understood by employees doing the task. ▪ Follow instructions given in the MSDS in relation to PPE, storage & spills. ▪ The PSCS to ensure the high VOC materials are used with sufficient ventilation. ▪ Bunded fuel tanks with suitable spill kits to be used on site. ▪ Correct hygiene procedures and adequate welfare facilities to be provided and used. ▪ Employees working with or near such substances to instructed not to smoke or eat. ▪ Concrete cutting or demolition works to be controlled, dampened at source with respiratory protection used when dampening is not possible or effective. ▪ Removal of asbestos containing materials to be done in accordance with the regulations and a task specific risk assessment and method statement.	
Further Actions Required: NA	

12 - Design Assessment - Working on electrical circuits	
Area under assessment:	Working on electrical circuits at rewiring & testing phase
Hazards & Risks Identified:	Electrocution, Unauthorised access to live electrical circuits during the construction phase
Hazard Location:	Throughout Site
Persons Exposed:	Electrical Contractors / Site Personnel
Frequency of Exposure:	Constant during commissioning
Risk Assessment:	HIGH
Maintenance Frequency:	Constant – once present on site
Future Usage Issues:	NA
Proposed solutions to eliminate and / or reduce the hazards & risks identified:	
Commissioning Work	
- Contractors involved in commissioning work must be required to submit a detailed Method Statement to the Project Supervisor for the Construction Stage / Main Contractor prior to commencing works on site. - Access to the areas where commissioned plant has been installed must be controlled to ensure that there is no unauthorised access. - Where Dead Working is required there must be a secure means of isolation on the work that is being carried out. Isolators should be locked off and keys held by the person carrying out the work. Where working dead is required and electrical isolation is first required a Permit to Work must be required. - All live panels / plant should be marked as being live with a prominent sign. - Live Working is a Danger to be avoided if at all possible. Where live working is required a detailed Method Statement must be required to include: - the precautions to be taken and the Personal Protective Equipment needed, precaution taken to limit access to the area, the required space / lighting / access to ensure safe working, and details of the person who shall accompany the main worker who will implement emergency procedures in the event of an accident.	
Further Actions Required: NA	

13 - Design Assessment - Temporary Access Platforms & Scaffolding	
Area under assessment:	Use of temporary access platforms or Scaffolding, for access internally or externally.
Hazards & Risks Identified:	Collapse of the platform/scaffold, Persons falling from heights, Falls of materials, Unauthorised alteration of scaffolding, Unauthorised access to platforms/scaffolding, Untrained erectors, use of faulty equipment.
Hazard Location:	wherever temporary platforms/scaffolding is present
Persons Exposed:	site personnel, scaffolders, third parties.
Frequency of Exposure:	constant once the temporary platform/scaffolding is present on site
Risk Assessment:	MEDIUM
Maintenance Frequency:	to be inspected weekly and GA3 completed
Future Usage Issues:	NA
Proposed solutions to eliminate and / or reduce the hazards & risks identified:	
- The PSCS/contractor requiring the Temporary Access Platform [TAP] shall ensure that a competent person/contractor is engaged. Only the engaged contractor shall be permitted to modify the TAP/scaffolding. - A method statement will be required for the erection & striking of scaffolding on site. - Scaffolding shall be inspected in accordance with S.I 299 of 2007 and the Code of practice of Access & Working Platforms. - Persons erecting, striking or modifying mobile access towers/scaffolding on site shall be suitably qualified in accordance with S.I 291 of 2013 and associated amendments. - A competent person will inspect all mobile access towers/ scaffolding at 7-day intervals and a record of inspection will be kept on site. - No person is permitted to erect, alter or dismantle any mobile tower scaffold unless authorised by the Project Supervisor Construction. - All mobile access towers [MAT's] will be checked before use to ensure they are in accordance with the standards required. - All operatives required to use MAT's will be instructed in safe use and movement of them. - Trestles/bandstand use will be avoided unless by means of a risk assessment, the contractor intending to use the equipment can demonstrate the risk is low. Similar for use of ladders unless the user can maintain three points of contact at all times and the ladder is protected from movement. - The use of 'man-baskets' without controls integrated into the lifting appliance can only be used in 'exceptional' circumstances e.g. rescue operations.	
Further Actions Required: NA	

14 - Design Assessment - Work in and around the occupied premises [school]	
Area under assessment: Work in and around the occupied premises	
Hazards & Risks Identified: Person being struck by vehicles / reversing vehicle, Personnel not visible to drivers Inadequate traffic control, Drivers / pedestrians unaware of works, Operatives, plant, transport outside working areas, safety zones or signed areas, Unsafe access for pedestrians. Debris on the roads / footpaths. Unauthorised entry to work areas by school personnel or visitors.	
Hazard Location: Throughout the site.	
Persons Exposed: site personnel/school pupils and staff/third parties.	
Frequency of Exposure: During the works.	
Risk Assessment: MEDIUM	
Maintenance Frequency:	
Future Usage Issues:	
Proposed solutions to eliminate and / or reduce the hazards & risks identified: • The PSCS will ensure that a Traffic Management Plan has been drawn up prior to work commencing. • Plant and vehicles are to be fitted with suitably warning devices for use when reversing. • Protective clothing and equipment for operatives including fluorescent/retro-reflective jackets, slipovers or similar. • Protection for pedestrians and identified access routes. • Adherence to the traffic management plan and speed limits • When reversing vehicles into or out of the site banksmen must be used at all times and the traffic flow stopped if necessary, with a proper traffic control system. • All excavations to be fenced off when left unattended. • The PSCS shall liaise with the school principal on an ongoing basis to discuss the works programme and the extension/removal/formation of exclusion zones for non construction personnel. • Works area to be suitably fenced off with signage erected to highlight the prohibition to enter by unauthorised persons. • Contractors to be vigilant around the school premises. • Set down and compound areas for materials, mobile plant and equipment, skips, hazardous waste etc to be within the allocated compound area. • Works area will be fully fenced off to prevent unauthorised access, especially by minors.	
Further Actions Required: NA	

Appendix C Other Risks Identified

The following is a list of risks other than those set out in Schedule 2 of S.I. 291 of 2013 Safety Health and Welfare at Work (Construction) Regulations that may affect the safety and health of persons. The Contractor shall, in the developed Safety Plan, outline specific control measures to deal with the following risks.

Work on or adjacent to public roads where there is a risk of road traffic accidents.

Carting away spoil/rubble including the passing of traffic across the public footpath onto the public road.

The Contractor shall examine the site, taking note of the aforementioned risks and shall develop a traffic management plan for the project.

Works within 4.5 linear metres of live petrol lines or vent pipes at the adjacent garage.

Does not apply.

Gas Main

Does not apply.

Overhead works nearby by others.

None planned that the PSDP is aware of.

Vibration close to financial houses.

Does not apply.

Works taking place underneath the slewing arc of a crane on a site adjacent to the works.

Does not apply.

Works adjacent to railroads.

Does not apply.

Storage of materials.

There shall be no stockpiles on or adjoining the access or public road or outside the confines of the secure perimeter fencing. .

Design Risks – Engineering:

Design Risk Assessments will be required from all those considered as ‘designers’

Fire Safety Certificate:

As per the building control and planning regulations.

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Appendix D Application of the General Principles of Prevention

Non-Exhaustive List of Matters to be Considered in Particular as regards the Application of the General Principles of Prevention to Construction Work under the 2013 Regulations

Schedule 2 – 2013 Construction Regulations

1. Keeping the construction site in good order and in a satisfactory state of cleanliness.
2. Choosing the location of workstations bearing in mind how access to them is obtained, and determining routes or areas for the passage and movement of equipment.
3. The conditions under which various materials are handled.
4. Technical maintenance, pre-commissioning checks and regular checks on installations and equipment with a view to correcting any faults that might affect the safety, health and welfare of persons at work.
5. The demarcation and laying-out of areas for the storage of various materials, in particular where dangerous materials or substances are concerned.
6. The conditions under which the dangerous materials used are removed.
7. The storage and disposal or removal of waste and debris.
8. The adaptation, based on progress made on the construction site, of the actual time to be allocated for the various types of work or work stages.
9. Co-operation between employers and self-employed persons.
10. Interaction with industrial activities at the place within which or in the vicinity of which the construction site is located.

Appendix E Suggested contents of the Safety File

Relevant information may include:

- Construction drawings, specifications and bills of quantities, used and produced throughout the construction process
- The general design criteria
- Details of the equipment and maintenance facilities within the structure
- Maintenance procedures and requirements for the structure
- Manuals, certificates, produced by specialist contractors and suppliers which outline operating and maintenance procedures and schedules for plant and equipment installed as part of the structure, typically lifts, electrical and mechanical installations and window cleaning
- Details of the location and nature of utilities and services, including emergency and fire-fighting systems

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Appendix F Client contractor Site Rules and expectations regarding health & safety

The Client and the Project Supervisor must agree variations or amendments to these for the Construction Stage; otherwise they are to be applied to site operations in full.

The contractor shall draw up an appropriate list of rules covering site safety and site personnel and submit it for discussion to the Project Supervisor Construction Stage.

General

- The use of hot work methods on the site will not be permitted, without a permit to work system.
- Procedures for the emergency evacuation of the site and for the call-out of emergency services must be established prior to the commencement of the Works and be incorporated within the Construction Phase Safety and Health Plan.
- The Contractor is to restrict and control the use of mobile phones on site. Mobile phones are only to be used with designated areas agreed with the client.
- The Contractor shall ensure the exclusion of personnel or sub-contractors with unsatisfactory safety records unless evidence of retraining can be shown.
- Unauthorised access must be prevented during and out of normal working hours. Site personnel and visitors must be controlled.
- The Contractor must ensure, so far as is reasonably practicable, that noise and vibration is kept to a minimum throughout the course of the Contract.
- The Contractor must ensure, so far as is reasonably practicable, that the generation of dust, fumes and smoke is kept to a minimum throughout the course of the Contract.
- The contractor is to ensure that all cables, loose wires etc and other trip hazards are avoided and set up procedures to prevent their occurrence.

Training

- Suitable training and instruction, as well as being required by law, can help minimise risk of injury to employees and other persons using the workplace. Three types of training should be considered.
- **Induction** - ensuring that new recruits are clear about the key rules and the need to follow them and accept supervisory scrutiny and guidance from experienced colleagues.
- **Basic Training** - usually provided as a formal training programme either provided in a block or in short modules during the first days / weeks of working.
- **Reminder / skill development** - best provided topic by topic in 10 minute “toolbox talks” with an opportunity for staff to comment and ask questions, thereby forming part of the organisation’s employee staff consultation process.
- **Training for Persons Directly Involved**
- All those workers who operate and maintain plant and machinery, or work in the field of operatives, and their direct supervisory staff should receive training and instruction.

Instruction for Other Persons on Site.

- Other contractors and visitors, who enter the area where an operation takes place, should be aware of the hazards likely to be present and the safety rules and procedures they must observe. These will include the emergency procedures for First Aid etc., and the prohibition on anyone operating or working on cutting machinery unless trained and authorised. The degree of detail needed for these other staff and visitors who are not directly involved in the operations may not be as great as for the workers who operate, maintain and clean the machine. Written details should be given to contractors together with other site rules before they come on site.

General Requirement

- The PSCS shall apply the following site rules and take all measures to ensure that they are observed and complied with by everybody the project.
- Fire Prevention
- There is normally a high level of risk of fire occurring on construction sites. Many everyday construction work activities involve either spark or flame producing equipment (disc cutters, angle grinders, oxyacetylene, lead burning, etc).
- A Hot-work permit system will be used whenever spark or flame producing equipment is used.
- The PSCS will establish adequate security to ensure the protection of the public and the prevention of unauthorised access to the site/work area
- Personal entertainment devices will not be allowed on the site, with the use of earphones for such devices being banned at all times.

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- All Plant/Vehicles exiting the site are to be cleaned to prevent mud etc. being carried onto adjacent roads.
- The site shall be kept clean at all times, and all rubbish shall be cleared away as soon as practicable;
- All personnel shall be properly and correctly trained for the work on which they are employed;
- Personal protective equipment appropriate to the task being carried out shall be worn at all times, including the adoption of a suitable dress code;
- No drugs or alcohol shall be allowed on the site, or any person who is considered to be under the influence of drugs or alcohol;
- No smoking within the site will be permitted, except in specially designated areas within the contractor's compound;
- No mobile phones to be used by plant operators and other operatives can only use mobile phones in specially designated areas within the site:
- All dust, noise and pollution shall be kept to a minimum and all measures taken to prevent any nuisance arising from the carrying out of the works;
- No use of explosives or non-bursting equipment;
- The restrictions to the use of percussion or hammer action tools or tools or plant that cause vibrations adjacent to existing buildings;
- No personnel, including visitors, to have access to the site without fully complying with the "site access rules" requirements. All visitors must be accompanied at all times;
- No unauthorised advertising, publicity, disclosures or similar. Any such publications shall be agreed with the Client;
- No parking on adjacent road;
- No abusive language, wolf whistling or similar;
- No fires on site;
- Lone working on site is not permitted;
- All site operatives and personnel, including visitors, shall be aware of the emergency evacuation procedures in the case of an emergency.
- The premises will be considered a hard hat area for the duration of the works.
- All fire escape routes must be maintained at all times.

Appendix G Prohibited Materials

1. Urea formaldehyde foam or materials which may release formaldehyde in quantities which may be hazardous.
2. Blue asbestos or asbestos based products.
3. Chrysotile asbestos or asbestos based products.
4. Amosite asbestos or asbestos based products.
5. Lead or any materials containing lead which may be ingested inhaled or absorbed except where copper alloy fittings containing lead are specifically required in drinking water pipework by any relevant statutory requirements.
6. Any insulation material (including roofing and cladding) involving the use of CFC in the manufacturing process.

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