

PRELIMINARY SAFETY & HEALTH PLAN

This Preliminary Safety and Health Plan has been prepared on a preliminary basis in accordance with Article 12 (1) (a) of S.I. No. 291 of 2013, the Safety Health and Welfare at Work (Construction) Regulations 2013.

**For
Roofing works and ancillary works at St Mel's College, Longford
Prepared By**

BLUETT & O'DONOGHUE ARCHITECTS

Project Supervisor for Design Stage

Date:

August 2026 (Tender issue stage)

.....

CONSULTANTS

ARCHITECTS

BLUETT & O'DONOGHUE

.....

FIRE SAFETY CONSULTANTS

N/A

.....

MECHANICAL & ELECTRICAL CONSULTANTS

N/A.....

QUANTITY SURVEYORS

N/A.....

STRUCTURAL ENGINEERS

N/A

.....

TEMPORARY WORK DESIGNERS

N/A

.....

OTHER CONSULTANTS

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PRELIMINARY SAFETY & HEALTH PLAN

This Preliminary Safety and Health Plan has been prepared on a preliminary basis in accordance with Article 12 (1) (a) of S.I. No. 291 of 2013, the Safety Health and Welfare at Work (Construction) Regulations 2013 and is based on project information available at this time and gathered during a site visit carried out on **14th June 2026 and previous dates** and a review of information on file from other visits.

1.		GENERAL DESCRIPTION OF PROJECT
1.1	Client	
	Where there are a number of clients then one or more of the clients can elect to be treated solely as the client for the purpose of the Construction Regulations 2013. This must be agreed in writing [name and address of Client]	St Mel's College board of management
1.2	Project Supervisor for Design Stage	
	[name and address of PSDP]	Bluett & O'Donoghue Architects, No. 1 Chancery Street, Dublin 7
1.3	Project Description	
	[summary description of project]	Upgrading of roof to gym and ancillary works
1.4	Site Location	
	[address of site]	St Mel's College Longford
1.5	Contaminated Land	
	[survey results attached]	None noted from initial inspections
1.6	Drawings / Specifications / Location of connections	
	Drawings:	
	As per attached schedule in Appendix C.	See attached tender documents
	Specifications:	
	As per attached schedule in Appendix C.	See attached tender documents
	Existing Safety File for the project:	
	None **	
	Described in Appendix D **	**existing premises , reviewed existing safety files made available to date
	Location of Electricity, Water and Sewage Connections, where appropriate, to facilitate adequate welfare facilities to be shown in drawings as per attached Schedule in Appendix C.**	**contractor required to arrange for their own toilet facilities during works, (contractor may make arrangements with school if toilets are available) , power is available subject to agreement on metering of use).
	Refer to Advise Notes for the notes numbered 1-28 in Appendix F.	
1.7	Relevant Adjoining Land Uses¹	The premises is part of a larger school complex, see site plan.
1.8	Restriction of Working Hours²	There are no restrictions on normal building working hours subject to appropriate procedures being put in place to separate works from the ongoing school operation Note: Outside classroom hours, weekends and holiday periods there is no restriction.
1.9	Site Restrictions³	Access is via the front entrance gate. Final site compound position to be as agreed on site, A section of the service yard is to be allocated for a compound. See plan This compound, is to be provided with suitable temporary fencing to prevent unauthorised access for duration of works.

1.10	Traffic System and Access Restrictions:⁴	There are no restrictions to access from Public road as set out in 1.9 above. Building works traffic access to be mindful of the traffic on the access road in particular at morning and evening rush hours during school days.
1.10.1	Existing roads and sightlines.⁵	Access is available from the public road Sightlines are existing, care required at entrance, signage may be required to warn traffic of site entrance at appropriate times and in particular when there is slow or heavy vehicle movements. See items 1.9 and 1.10 above
1.10.2	Access to site⁶	See 1.10.1. above
1.11	Intended Contract Commencement Date* [enter date]	(provisionally September 2026) start exact dates of work commencement and completion are subject to agreement and to take into account safety considerations.
1.12	Intended Contract Completion Date* or [enter date]	Final completion date set out in contract documents
	State basis on which time frame was established	Period has to be selected to provide adequate time to complete the works,
1.13	Phasing of Works	
	See phasing on drawing In Appendix D	There is no specific phasing requirement.
	Note*: The intended commencement and completion dates are advised above. The basis for the timescale should be based on industry norms and professional judgement. When the client requires the time frame to be accelerated this should be clearly notified to the tenderers so that appropriate measures can be taken by tenderers for compliance with Safety and Health Regulations and legislation. Tenders should be requested to confirm the time frame is practicable, and would not adversely impact on safe working methods.	
2.		
		The following other activities, not related to or included within the scope of the project, will be carried out on site during the construction phase.
2.1	Existing Building Activities⁷	None currently proposed in this area.
2.2	Installation of Services, e.g. ⁸	N/A,
2.3	Installation of furniture, equipment⁹	No specific requirements in addition to tender,
2.4	External works such as Land Drainage, Landscaping, Public Utility Services, Work by Local Authority¹⁰	None currently proposed,.
2.5	Other¹¹	
3.		
	Note work near high voltage power lines is dealt with in Section 4.4. The following information is checked as far as possible by the Project Supervisor Design Process with the Client and the Consultants during site visits during July-November 2019 records what can be reasonably established.	
3.1	Underground Services	no underground works
3.1.1	Water Mains¹²	no underground works
3.1.2	Electric Cables¹³	no underground works
3.1.3	Telephone Cables¹³	no underground works

		recommend that the contractor take care during the works and prior to works and check for overground services
	3.2.3 Other¹³	

4. PARTICULAR RISKS¹⁵

The following is the non exhaustive list of particular risks to the safety and health of persons (as set out in Schedule 1, of S.I. No. 291 of 2013,) together with the opinion of the Project Supervisor for Design Process on what elements of the works may fall within each particular risk category. It should be noted that many of the risks on the project may arise out of working methods which are at the discretion of the Contractor and as such cannot be determined by the Project Supervisor for the Design Process.

Note that in relation to the following:

- (a) **Items 1 & 2 of the Schedule 1** only those risks which would not be evident and reasonably deducible from drawings or other support documentation to a competent Project Supervisor Construction Stage are listed.
- (b) **Items 3 to 10 of the Schedule 1** only those risks which are reasonably foreseeable by the Project Supervisor Design Process are listed.
- (c) **Other work which may involve risks** only those risks which would not be evident and reasonably deducible from drawings or other supporting documentation to a competent Project Supervisor (Construction Stage) are listed.

4.1	"Works which put persons at work at risk of (a) falling from a height, (b) burial under earthfalls, (c) engulfment in swampland, where a risk is particularly aggravated by the nature of the work or processes used or by the environment at the place of work or construction site"	<u>The building is 1 storey high.</u> <u>Works are expected to mainly relates to the use of platforms to facilitate safe access. The works are not aggravated by nature of works or processes uses which are expected to be normal standards. If Scaffolding is required to access works it is to be as per Health and Safety Authority requirements. The scaffold where fitted is to be certified by the scaffolder prior to use, in line with H&S Code of Practice dated from 1st June, 1999 relating to the supply, design, construction and use of scaffolds, BS 5973 Code of Practice for Access and Working Scaffolds in Steel gives comprehensive recommendations and guidance on the design, erection, use and dismantling of tube and fitting scaffolds and special scaffolds. The contractor will have to confirm design, construction, hand-over for construction use, maintenance and eventual dismantling as part of the contractor duties.</u>
4.1.2	Burial under Earthfalls, for example deep foundations, deep cuttings, work in excavations, which are in or adjacent to unstable ground, hazardous underground services or where there is a risk of undermining existing foundations. Obtain advice and risk assessment from Structural / Civil and Services Engineers and temporary Works Designer.	<u>No trenches are proposed</u>
4.1.3	Falling from a Height, for example where the risk associated with working at a height is likely to be aggravated by the presence of another significant hazard then a particular risk may be present	<u>The works relate to roofing. The works are not aggravated by nature of works or processes uses which are expected to be normal standards.</u>
4.1.4	Works on or near site boundaries or existing structures which will require excavation [obtain advice and risk assessment from Structural / Civil and Services Engineers, Temporary Works Designers and include]	<u>Not proposed.</u>

4.1.5	Engulfment in Swampland, for example : unstable ground, work adjacent to lakes and ponds or reclaimed ground. [obtain advice and risk assessment from Structural / Civil and Services Engineers, Temporary Works Designers and include]	<u>None proposed</u>
4.1.6	Work on or adjacent to fragile roofing materials¹⁶ New roof lights must be non fragile in accordance with Class B as defined by ACR (M) (001)2000 and maintained in accordance with the manufacturers written instructions. Project Supervisor for Construction Stage is to obtain certification of same to be issued to the Project Supervisor for Design Process.	Care to be taken when working on roofs. Care to be taken not to have students and staff in areas under work
4.1.7	Installation of Scaffolding¹⁷ The project may require scaffolding. If scaffolding is necessary, a site specific method statement which will include how the scaffolding will be managed, planned, installed, checked and removed. The use, purpose and maximum loading shall be clearly communicated to the designers, the installers and the users of scaffolding. The Safety and Health Plan shall be updated during the project to reflect the status of the scaffolding including CR8 "Scaffolders Report of Inspection of scaffold". [obtain advice and risk assessment from Structural / Civil and Services Engineers, Temporary Works Designers and include]	<u>Works are expected to mainly relates to the use of platforms to facilitate safe access. The works are not aggravated by nature of works or processes uses which are expected to be normal standards. If Scaffolding is required to access works it is to be as per Health and Safety Authority requirements. The scaffold where fitted is to be certified by the scaffolder prior to use, in line with H&S Code of Practice dated from 1st June, 1999 relating to the supply, design, construction and use of scaffolds, BS 5973 Code of Practice for Access and Working Scaffolds in Steel gives comprehensive recommendations and guidance on the design, erection, use and dismantling of tube and fitting scaffolds and special scaffolds. The contractor will have to confirm design, construction, hand-over for construction use, maintenance and eventual dismantling as part of the contractor duties.</u>
4.1.8	Operations where the nature of the work or other restrictions makes it impracticable to provide standard scaffolding or other suitable and sufficient means of support. [obtain advice and risk assessment from Structural / Civil and Services Engineers, Temporary Works Designers and include]	<u>None proposed</u>
4.2.1	"Works which puts persons at risk from chemical or biological substances constituting a particular danger to the safety and health of such persons or involving a statutory requirement for health monitoring."	<u>Covid-19 is a Particular Risk in the Health and Safety Plan under biological substances. Regarding appropriate amelioration measures to be implemented by the contractor, Contractors have to implement CIF and associated HSE website guidance, controls and best practice as relevant to this scale of development</u> <u>https://www2.hse.ie/conditions/coronavirus/coronavirus.html</u> <u>COVID-19</u> <u>The tenders shall allow in his tender for working on site in line with the CIFs Standard Operating Procedure (SOP) and allow in the tender, where indicated, for any additional time and cost incurred to accommodate the imposition of C19 restrictions. Ensure all directly and indirectly employed staff have undergone the CIF's COVID-19</u>

		<u>Safety Induction Programme and have a digital card. Follow the instructions of the main contractors COVID-19 compliance officer.</u> <u>In relation to Covid 19, the contractor is required to review the construction period and ensure adequate time and appropriate programming in the construction contract to facilitate the requirements of the Return to Work Safely Protocol.</u> <u>See also the Preliminary Health and Safety Plan for the project.</u> <u>The Contractor shall comply in full with relevant legislation and regulations made thereunder, Government published guidance and Public Health Measures related to the COVID-19 pandemic and current at the Designated Date for the project. 'Government published guidance' shall include relevant material published by its agencies and in particular the Health and Safety Authority and the Health Services Executive.</u> <u>The Contractor is advised to take account of the Construction Industry Federation's Standard Operating Procedures issued with respect to the COVID-19 Pandemic.</u> <u>The Designated Date shall be the date 10 days before the last day for receipt of the Contractor's tender for the Works.</u> <u>The Contract Sum will be deemed to include for the implementation of all measures - including hygiene, access management, materials procurement and delivery, work sequencing and work practices - required to construct the work safely and to minimise the risk of disease contagion for the Contractor's Personnel, the Employer's Representative, Employer's Personnel and third parties visiting the site.</u>
4.2.2	Where certain materials or substances are to be used, or materials in existing buildings are to be modified, a particular risk in relation to chemical or biological substances may exist. Any work which involves the renovation of buildings which were initially constructed prior to the mid 1970s should have an asbestos survey carried out by a specialist competent specialist person. The competent person should have training in asbestos surveying and identification.¹⁸	<u>the roof is mainly natural slate with some mor rencent fibre cement slates</u> <u>Should contractor uncover possible asbestos containing slates, he should inform the PSDP immediately and not disturb the slate and leave in place.</u>
4.2.3	The circumstances of the use of certain materials or substances may give rise to particular risks based on their toxicological or physio-chemical properties, for example: ☐ ☐ The presence or potential presence of explosive atmospheres (including potential for dust explosions).¹⁹ ☐ ☐ Work in confined spaces (i.e. areas where there is a possibility of a deficiency of oxygen or the presence of dangerous gases or vapours).²⁰	<u>None identified currently</u>
4.2.4	There may be a specific legal requirement for health monitoring where a work activity puts a person's health at risk from hazardous substances or preparations. Where such a requirement exists the activity must be regarded as involving a particular risk. Examples of activities requiring health monitoring and as such involving particular risks include:	<u>Should contractor uncover possible asbestos containing materials, he should inform the PSDP immediately and discontinue work in that area.</u>

	☐ The stripping of lagging which contains or is likely to contain asbestos or the braking of mechanical drilling or screwing and removal of insulating boards tiles and other products likely to contain asbestos to which the Safety, Health and Welfare at Work (Protection of Employees)(Exposure to Asbestos) Regulations 2006 (S.I. No. 386 of 2006) apply. ☐ Where Friable Asbestos is identified and remains in place the Project Supervisor for Construction Stage is required to develop a method statement to remove asbestos at the earliest possible time. Where the risk exists that asbestos will be disturbed during the course of the project. ☐ Demolition involving the flame cutting or shot blasting of painted steel where the paint is likely to contain lead and where an assessment reveals any conditions as referred to by the Safety, Health and Welfare at Work (Chemical Agents) Regulations. ☐ Work involving the use of substances which must be labelled with the risk phases R45 “may cause cancer” or R49 “may cause cancer by inhalation” and where a risk assessment in accordance with Regulation 4(b) of the Safety, Health and Welfare at Work (Carcinogens) Regulations 2001 S.I. No. 78 of 2001 reveals a risk to safety or health.²² ☐ Work involving the use of substances or preparations which must be labelled with the risk phrase R42 “may cause sterilisation by inhalation” and where a risk assessment in accordance with Regulations 3(2) and 3(8) of the Safety, Health and Welfare at Work (Chemical Agents) Regulations 1994 reveals a risk to health.²³ ☐ Any other work activities involving the use of any chemical or biological agents where a risk assessment in accordance with Regulations 4 and 5 of the above mentioned Chemical Agents Regulations 2001 or Regulation 4 of the Safety, Health and Welfare at Work (Biological Agents) Regulations 1994 (S.I. No. 146 of 1994) as amended by the Safety, Health and Welfare at Work (Biological Agents) (Amendments) Regulations 1998 (S.I. No. 248 of 1998) reveal a risk to Safety or Health.	
4.2.5	All hazardous substances and preparations must be labelled with appropriate hazard symbols and the suppliers must provide a safety data sheet when requested by any person. The labels and safety data sheets must include risk phrases, which indicate the specific risks associated with the substance. The requirements are set out in the European Communities (Classification, Packaging Labelling and Notification of Dangerous Substances) Regulations 2003 as amended by the European Community (Classification, Packaging, Labelling and Notification of Dangerous Substances) (Amended) European Communities (Classification, Packaging and Labelling of Dangerous Preparations Regulations 2004) (S.I No 62 of 2004)²⁴	<u>To Be Noted</u> <u>In all cases, manufacturer’s labels and product information must be carefully examined for active ingredients and instructions before use.</u> <u>The contractor should familiarize himself with a products data sheet prior to any works being carried out.</u>
4.3	Work with ionising radiation requiring the designation of controlled or supervised areas as defined in Article 20 of Directive 80/836/Euratom such as: radioactive lightening conductors, radioactive smoke detectors, other disused radioactive materials or plant, radioactive installations, work near x/ray machines, in hospital radiotherapy or nuclear medicine departments. ▪ Ionising radiation is most commonly encountered in connection with certain types of non destructive testing and work near operating X-Ray machines, or in hospital radiotherapy or nuclear medicine departments or from some old lightening conductors.²⁵	<u>None proposed</u>
4.4	“Work near high voltage power lines.” “This category includes all high voltage power lines, including overhead and buried lines. It also includes high voltage cables supplying fixed plant where a significant risk of breaching cable insulation exists. The Safety, Health and Welfare at Work (General Application) Regulations define high voltage as any voltage exceeding 1000 volts alternating current or 1500 volts	<u>no such work proposed</u>

	direct current ²⁶ ".	
4.5	"Work exposing persons at work to the risk of drowning" For example: Work over or near water where there is a risk of persons falling into the water. Works significantly below water table, work to bridges, culverts, work on or near the sea, lakes, ponds, reservoirs. Work where there is a risk of falling into and drowning in product vats, slurry tanks or grain silos.²⁷	None proposed
4.6	"Work on wells, underground earth work and tunnels"²⁷ For example: - Excavated wells: - Underground earthworks: - Tunnels: - Underpinning	None proposed
4.7	"Work carried out by divers at work having a system of air supply" ²⁷	None proposed
4.8	"Work carried out in a caisson with a compressed air atmosphere" ²⁷	None proposed
4.9	"Work involving the use of explosives" For example: - Rock blasting or demolition: - Other	None proposed
	"Work involving the assembly or dismantling of heavy prefabricated components" For example :- Includes work involving steel sections, precast concrete framing elements, precast concrete floor units, precast cladding units, trussed rafters, and some items of mechanical plant.²⁸	None proposed

5.0 CONCLUSIONS

	Conclusions by the Designers and the Project Supervisor for the Design Process as regards the taking account of the general principles of prevention and any relevant safety and health plan or safety file. Designing for Safety in Construction as published by ACEI/EI/RIAI includes a methodology for Designers in taking account of the General Principles of Prevention as indicated in Appendix F but this advice is not prescriptive as Designers may have their own method of dealing with the matter. Appendix F contains templates which could be used by the various different designers, including specialist designers, on a project to allow for unambiguous communication of their assumptions and assurances to the PSDP. This will help the PSDP to fulfil his or her co-ordination role, and will also demonstrate the designer's compliance with the legislation. Appendix F also contains a form which should be used in the case of temporary works design. It is critical that temporary works designers and contractors base their temporary works design with the due regard to the assumptions made in relation to loadings and construction sequence. It is recommended that the temporary works designers should complete a temporary works design certificate or similar to facilitate the provision of adequate information to all parties to all the structure to be built in safety.	<u>We are satisfied that the proposals as set out can be undertaken in a conventional manner with due care and planning.</u>
	Designer Assessments received from the following: Architect X Fire Safety Consultant Mechanical and Electrical Consultant Quantity Surveyor Structural Engineer Temporary Work Designer (By contractor) Other Consultants Designer Assessments as received above are attached to this document	<u>Attached Design team assessments</u>

6.0 CONTINUING LIAISON

	Procedures for dealing with unforeseen eventualities during project execution resulting in substantial design change and which might affect particular risks contract period and other resources.	<u>Site meetings are proposed. Safety and Health issued to be reviewed at the start of each meeting with the Project Supervisor for Construction Stage</u>
	Procedures for considering the safety and health implications of design elements and where appropriate communicating those to the Project Supervisor (Construction Stage).	<u>Site meetings are proposed</u> <u>Safety and Health is reviewed at every meeting</u>

The information contained in this preliminary Safety and Health Plan has been prepared on a preliminary basis prior to the commencement of the work on site. It does not take account of any matters or information which may come to light after that time.

P. Bluett.

Signed: _____ Date: ____18th August 2026_____

Peter Bluett B Arch Sc Dip Arch MSc fire eng CEng MI(Fire)E FRIAI

Bluett & O'Donoghue Architects

(Project Supervisor for Design Process)



An tÚdarás Sláinte agus Sábháilteachta
Health and Safety Authority

Safety, Health and Welfare at Work (Construction) Regulations 2013

Approved Form (AF 1)

Regulation 10

Particulars to be notified by the Client to the Health and Safety Authority before the design process begins

NOTE:

This form is to be used to notify of any project covered by the Safety, Health and Welfare (Construction) Regulations 2013, which will last longer than 30 days or 500 person days. It can also be used to provide changes in appointments since initial notification of projects.

Any day on which construction work is carried out (including holidays and weekends) should be counted, even if the work on that day is of short duration. A person day is one individual, including supervisors and specialists, carrying out construction work of one normal working shift.

1 Client: Provide name, full address, telephone number and e-mail address for the Client. If more than one Client, please attach details of all Clients on a separate sheet.

Name: St. Mel's College board of management

Address: St. Mel's Road

Longford
LONGFORD

Telephone: 0433346469

E-Mail: stmels@stmelscollege.ie

2 Project Supervisor Design Process and Health & Safety Coordinator: Provide name, full address, telephone number and e-mail address for the PSDP and Health & Safety Coordinator for the Design Process.

PSDP Name: peterBluett

H&S C. Name:

Address: 1 Chancery st

Address:

Dublin 7
DUBLIN

Telephone: 018656265

Telephone:

E-Mail: mail@boda.ie

E-Mail:

3 Project Supervisor Construction Stage and Health & Safety Coordinator, if know : Provide name, full address, telephone number and e-mail address for the PSCS and Health & Safety Coordinator for the Construction Stage.

PSCS Name:

H&S C. Name:

Address:

Address:

Telephone:

Telephone:

E-Mail:

E-Mail:

4 Information on Construction Work: Please provide your details of the following.

Description of Project: upgrading works to roof at St Mels College

Exact Address: St. Mel's College
of Construction Site: St. Mel's Road
Longford,
LONGFORD

Signed: 

by or on behalf of the Client

Position: Director

Date: 24th March 2022

APPENDIX A

These are generic rules for the general guidance of the Main Contractor and must be developed by the main contractor to become Site Specific Rules for the project in hand:

1. All site visitors, personnel and contractors should be required to comply with the Main Contractor's Health and Safety policy and the specific Construction Stage Health and Safety Plan.
2. All other Sub-Contractors should be required to provide evidence of their Health and Safety Policy and procedures to the Main Contractor prior to start of work. This information should be incorporated in the Health and Safety Plan by the Project Supervisor for Construction Stage. A monthly report will be submitted as to the status of each sub contractor's submission and adherence to procedures.
3. All risks identified in the Preliminary Health and Safety Plan and in the Safety, Health, and Welfare at Work (Construction) Regulations 2013 are to be individually identified and addressed by the Main Contractor.
4. Method statements and Safety statement are to be reviewed and revised as necessary on an ongoing basis to take into account any new issues, which arise during the course of any revision. Revisions, which could affect SHW matters, are to be raised at site meetings.
5. All site personnel and Health & Safety personnel should be advised on an ongoing basis of any revisions to the Safety Plan by the PSCS.
6. Standard and proof of adequate training of personnel on site should be included in the Safety and Health Plan prepared by the PCSC.
7. Smoking is not permitted within designated working areas.
8. Eating and drinking should not be allowed in the designated working area.
9. Main contractor should ensure that a suitable person is appointed to attend all hot work operations and be supplied with a suitable fire-extinguishing appliance. Hot work must finish at least one hour before completion of work on site for that day to ensure that the workplace is left in a safe condition.
10. Collective protective measures such as nets and mobile elevated platforms should be considered by the Main Contractor during the erection of the roofwork.
11. The Main Contractor will take sufficient adequate steps to control dust during the construction stage and this is to be noted in the Safety and Health Plan and be reviewed at the site meetings.
12. The Main Contractor should ensure that all excavations are supported in accordance with the requirements of the 2013 Construction Regulations.
13. The Main Contractor is to ensure that all relevant Safety and Health Regulations are adhered to at all times.
14. Personnel or sub-contractors with unsatisfactory safety record, procedures shall not be allowed on the site unless evidence of improvement and training to achieve same is obtained.
15. The Contractor shall observe all legislation with regard to littering.
16. The Main Contractor shall ensure that all cables, loose wires etc. and other trip hazards are avoided and set up procedures to prevent same.
17. Work must not commence until the Safety & Health Plan (Construction) is in place for each of the Sub-Contractors.
18. The PSCS should issue a method statement for distribution of Health & Safety related information and revisions to the Health & Safety plan to Sub-Contractors and any other parties whose Health & Safety may be affected.
19. The PCSC shall advise all parties, whose Health & Safety may be affected of the emergency arrangements for dealing with and minimising the effects of injuries, fire and other dangerous occurrences.
20. The Main Contractor shall minimise noise and vibration as far as is reasonably practicable.
21. For any statement, reference, report, legislation, the more onerous conditions will apply.

APPENDIX B

Safety and Health Plan

Site specific Safety and Health Plan to be implemented by the Project Supervisor Construction Stage

Following items (list is not exhaustive) should be addressed in the Health and Safety Plan :

The Preliminary Safety and Health Plan

1. Description of Project

- Project Description and programme details.
- Details of client, designers, Project Supervisor Design Process and other consultants.
- Extent and location of existing records and plans.
- Arrangements for communicating with Designers, PSCS and other as appropriate.

2. Client's Consideration and Management Requirements

- Structure and organisations.
- Safety Objectives for the project and the arrangement for monitoring and review.
- Permits and authorisation requirements.
- Emergency procedures.
- Site rules and other restrictions on contractors, supplied and the others, e.g. access arrangements to those parts of the site which continue to be used by the Client.
- Activities on or adjacent to the site during the works.
- Arrangements for liaison between parties.
- Security arrangements.

3. Environmental Restrictions and Existing On-Site Risk

- (a) Safety hazards including ;
- Boundaries and access, including temporary access.
 - Adjacent land uses.
 - Existing storage of hazardous materials.
 - Location of existing services – water, electricity, gas, etc.
 - Ground conditions.
 - Existing structures – stability or fragile materials.
- (b) Health hazards including ;
- Asbestos, including results of surveys.
 - Existing storage of hazardous materials.
 - Contaminated land, including results of surveys.
 - Existing structures hazardous materials.
 - Health risks arising from client's activities.

4. The Safety and Health Plan for the construction stage

- (a) Description of Project.
- Project description and programme details.
 - Details of Client Project Supervisor Design Process and Project Supervisor Construction Stage, designers, main contractor and other consultants.
 - Extent and location of existing records and plans.
 - Arrangements for communicating with Contractors, PSDP and others as appropriate.

(b) Communication and Management of Work

- Management structure and responsibilities.
 - Safety and health goals for the project and arrangements for monitoring and review of safety and health performance.
 - Arrangements for ;
 - Regular liaison between parties on site ;
 - Consultation with workforce ;
 - The exchange of design information between the Client, Designers, Project, Supervisor for the Design Process, Project Supervisor Construction Stage And Contractors on Site.
 - Handling design changes during the project.
 - The selection and control of Contractors.
 - The exchange of safety and health information between Contractors.
 - Security, site induction and on-site training.
 - Welfare facilities and first aid.
- The production and approval of risk assessments and method statements.
- The reporting and investigation of accidents and other incidents (including near misses).

(c) Site Rules

(d) Fire emergency and procedures.

5. Arrangements for Controlling Significant Site Risks

(a) Safety Risks ;

- Services, including temporary electrical installations.
- Preventing falls.
- Work with or near fragile materials.
- Control of lifting operations.
- Dealing with services (water, electricity and gas).
- The maintenance of plant and equipment.
- Poor ground conditions.
- Traffic routes and segregation of vehicles and pedestrians.
- Storage of hazardous materials.
- Dealing with existing unstable structures.
- Accommodating adjacent land use.
- Other significant safety risks.

(b) Health Risks ;

- Manual handling.
- Reduce noise and vibration.
- Removal of asbestos.
- Dealing with contaminated land.
- Use of hazardous substances.
- Other significant health risks.

APPENDIX C

1. Architect Drawing List

See attached

2. Structural and Civil Engineers Drawing List

N/A

3. Mechanical / Electrical Engineers Drawing List

N/A

4. Temporary Works Designers

N/A

5. List of Specifications

See tender documents attached

6. Others

N/A

APPENDIX D

Safety File

The Project Supervisor Construction Stage shall supply all necessary safety file information to the PSDP which shall include the following items (list not exhaustive).

The Project Supervisor (Construction Stage) in co-operation with the Main Contractor shall ensure that the Safety File to be produced at the end of the project shall incorporate all issues identified in the Main Contractor's Method and Safety statement.

The Project Supervisor Construction Stage shall standardise the format for each Sub-contractor's information for the Safety file with the Client for ease of access of information and standard of information to be submitted by all Sub-contractors.

The Project Supervisor Construction Stage shall identify relevant information to be issued by the Project Supervisor Design Process and issue a request in time. This will allow the Project Supervisor Design Process to instruct the Design Team and Client to issue the necessary information to be included in the File.

The Safety File prepared by the PSCS shall also include the following items (list is not exhaustive):

1. The Design Team drawings, specifications and bills of quantities used for the purpose of construction.
2. Certification that all safety glazing is installed as required. Location and type of safety glazing used shall be described.
3. Fire Certificate Application Report, Last Fire Certification drawings used for Construction and Copy of Fire certificate. (for all relevant Fire Certificates for the project)
4. Drawings, details and certification of the system including relevant pull out tests and other loading tests for access safety systems such as hooks, safety lines, barriers etc..
5. Certification of all Fire Safety / Emergency related work must be included in the Safety file and should include:
 - Drawings by special sub-contractors, which indicate location of fire stopping and cavity barriers including associated test certificates.
 - Confirmation that the works are completed as per drawings and test certificates.
 - Fire test certificates for doors and confirmation that the doors are installed in compliance with the test certificates by specialist sub-contractors.
 - Drawings which indicate the location of fire rated enclosures and the relevant test certificates.
 - Confirmation that the works are completed as per drawings and test certificates.
6. Confirmation that services and emergency services in particular are fully commissioned and Services Consultants acceptance of same.
7. Details including names, type of training and dates of training of Client representatives for Emergency and Safety Systems.
8. Correspondence from the PSDP and PSCS with Client.
9. Operation and maintenance manuals and recommended / required maintenance regime.
10. Maintenance requirements set out on an element-by-element basis.

APPENDIX E

The following documentation has been issued under separate cover and forms part of this Preliminary Safety and Health Plan:

See tender documents attached

APPENDIX F

Advice Notes

The preparation of the Preliminary Safety and Health Plan is a task that should not be taken lightly. The information that will be provided in this document will have an effect on many aspects of the project to which it refers. Principal among these is the safety and welfare of the workers who will construct the project, the persons who will occupy it, those who manage and maintain it throughout its functional life and those who dismantle it when its usefulness is spent.

Because of this, you should not approach the task of preparing the Plan as a formulaic exercise. Although the format of the document indicates spaces in which to write out comments, these are usually inadequate to contain all the necessary information. This format has been used so as to indicate one possible approach to the graphic layout of the final document – that is a two column layout, with the topic on the left hand column and the description in the right hand column. It is expected that the left hand column width will be narrower than the right hand column and that its text size may also be smaller.

When completing the Plan you will find that there are footnote markets at various points. These refer to the advice notes in this insert which elaborate on the relevant point and assist you in preparing the Plan.

Temporary Works Design Certificate

(to be completed by the Temporary Works Designer(s) and the PSDP)

Project :		Certificate Reference Number :	
Element of Temporary Works to Which this certificate Applies :			
Detail design codes Adopted or compiled With for these Temporary works:			
Reference numbers For calculations; Completed and checked:			
Drawing Numbers ; Completed & Checked:			
Provide the assumed Construction sequence Required by the Temp Works Design:			
Requirements for temporary stability : Propping, bearing, bracing, loading:		Fully detailed on drawings :	Yes ☐ No ☐
		Additional Information attached	☐ ☐

We hereby confirm that we have to date carried out, and will continue to carry out as necessary, the design of these parts of the works which we are appointed to design and that we have exercised reasonable professional skill, care and diligence with due regard to our duties under the Safety, Health and Welfare at Work Act, 2005 and under the Safety, Health and Welfare at Work (Construction) Regulations, 2013 we:

1. have taken account of the General Principles of Prevention and any existing Safety file
2. have provided the PSDP and PSCS as appropriate with all relevant information as required by the Regulations; and
3. have cooperated with the PSDP and PSCS and with other Designers, as necessary.

Signed:

for and on behalf of PSDP:

Date:

We hereby confirm that we have communicated our design assumptions to the Temporary Works Designers. We are satisfied that our permanent works design can be constructed to be safe and without risk to health in accordance with Section 17 of the Safety, Health and Welfare at Work Act, 2005

Signed:

for and on behalf of PSDP:

Date:

We hereby confirm that we have coordinated the activities of the Designers responsible for this element of the works in respect of the taking into account the General Principles of Prevention and with due regard to our duties as PSDP under the Safety, Health and Welfare at Work (Construction) Regulations, 2013.

Erection of the Temporary Works may proceed, subject to the provision of a Temporary Works Method Statement agreed by the contractor, Temporary Works Erector and PSCS as being adequate

Signed:

for and on behalf of PSDP:

Date:

Permanent Works Design Certificate

(to be completed by the Permanent Works Designer(s) and the PSDP)

Project :

Certificate
Reference
Number

Element of
Permanent Works
to which this
certificate
applies:

Identify All of the Permanent Works Designers to which This Certificate Applies :

☐ Architect	☐ Structural Engineer	☐ Civil Engineer	☐ M&E Engineer
☐ Fire Safety Consultant	☐ Geotechnical Engineer	☐ Traffic Consultant	☐ Landscape Architect
☐ Process Engineer	☐ Quantity Surveyor	☐ Specialist Designer _____	
☐ Other Designer _____	☐ Other Designer _____		

Detail design codes
adopted or compiled with
for this element of works :

Reference numbers for
calculations; completed &
checked:

Drawing Numbers ;
compiled and checked:

Design criteria attached

Yes No

Design intent and

We hereby confirm that we have to date carried out, and will continue to carry out as necessary, the design of these parts of the works which we are appointed to design and that we have exercised reasonable professional skill, care and diligence with due regard to our duties under the Safety, Health and Welfare at Work (Construction) Regulations 2013 we:

1. have taken account of the General Principles of Prevention and any existing Safety File.
2. have provided the PSDP and PSCS as appropriate with all relevant information as required by the Construction Regulations and
3. have cooperated with the PSDP and PSCS and with other Designers, as necessary

Signed for & on behalf of the
Designers (identified above):

Date

We hereby confirm that we have coordinated the activities of the Designers responsible for this element of the works, in respect of the taking into account the General Principles of Prevention and with due regard to our duties as PSDP under the Safety, Health and Welfare at Work (Construction) Regulations 2013,

Signed :

for & on behalf of PSDP:

Date

This Approved Form is reproduced with the consent of the Health and Safety Authority

THE PRINCIPLES OF PREVENTION

The Project Supervisor for the Design Process is required to prepare a written safety and health plan on a preliminary basis that includes the conclusions drawn by the designers and the Project Supervisor Design Process as regards the taking account of the general principles of prevention and any relevant safety and health plan and safety file.

Matters to be considered (non exhaustive list)

- Glazing types to be used.
- Cleaning of roofs, gutters, etc.
- Cleaning of windows both internally and externally.
- Use of vision panels in doors.
- Dangerous substances / materials and more specifically Asbestos.
- Fragile roofs and roof lights.
- Demolition works.
- Access to and use of flat roofs for the purpose of maintenance.

Information to be requested from the Client (non exhaustive list)

- Existing processes, work on site.
- Existing traffic on site, including pedestrian traffic.
- Dangerous substances used or present on site.
- Other activities on site.
- Other projects on site.
- Known existing services on site, overground and underground.

Information to be requested from the Structural / Civil Engineers (non exhaustive list)

- Existing traffic and access to site.
- Installation of prefabricated elements.
- Excavations and associated temporary works.
- Location of roads and foundations near existing services.
- Dangerous substances / materials.

Information to be requested from the Services Engineers (non exhaustive list)

KNOWN EXISTING SERVICES AND NEW SERVICES

Underground Services:

- Water Mains
- Electric Cables
- Telephone Cables
- Gas Mains
- Other Liquids / Gases under pressure
- Foul and Surface Water
- Other

Overground Services:

- Electric Cables
- Telephone Cables

OTHER:

INSTALLATION AND ACCESS TO SERVICES AND PLANT

Services duct sizes

Access to ducts

Floor in ducts

Plant room size

Access to plant room for personnel and equipment

Location of equipment, services, lights at high level and access for maintenance

Location of new services near roads existing structures and boundaries

DESIGN AND PRINCIPLES OF PREVENTION

Designer's Assessment of Safety during Construction and Maintenance taking account of the Principles of Prevention (read in conjunction with the ACEI, EI, RIAI Guidance Notes).

Company : Bluett & O'Donoghue Architects	Project : St Mels College, maintenance building	Designer : Peter Bluett Architect	Date : 18th August 2026
	Ref: P26-012	Checker : PB	Sheet No : 1

Design Stage : Tender Issue

No :	Key Hazards Identified	Design / Action
1	Access to attic/	(not currently proposed) Care to be taken with access to attics, temporary crawl ways should be fitted where necessary,
2	Access to site	Access to site requires care by the proposed contractor. Designated compound to be provided. Access routes through site to be agreed.
3	Fire escapes	The access to works are to be so designed to not impede the ongoing escape routes from the adjoining buildings.
4	Site Access Existing services	Contractor to advise on arrangements for management of construction traffic to the site and to and from the public road. Defined material delivery times are recommended to avoid busy periods on public road. Secure contractors compound required. Care to be taken at entrance. Advance warning signs to be provided as appropriate. Contractor to carry out a full survey of all existing over ground services on the site, to include site services that extend beyond the site boundary (i.e. existing services on the public road in relation to headroom,) before the development commences
5	Heavy lifting	No specific heavy lifting proposed.
6	Safety with pupils on site	Appropriate fencing/ barriers will be required between the works area and the areas to prevent unauthorised access.
	Safety with pupils on site	The contractor is to carefully liaise with the principal prior to commencement in relation to access. Where the works take place during evening hours, weekends and outside school hours/holiday periods there is no restriction on work. During class hours any works which risk potential of materials falling care to be taken to ensure that all such areas are cordoned off.

Items to be drawn to the attention of contractor(s)

Site access
Safe working areas
Minimising disruption to existing premises for escape
Material deliveries, site compound
Existing Services

DESIGN AND PRINCIPLES OF PREVENTION			
<i>Designer's Assessment of Safety during Construction and Maintenance taking account of the Principles of Prevention (read in conjunction with the ACEI, EI, RIAI Guidance Notes).</i>			
Company : Bluett & O'Donoghue Architects	Project : St Mels College, maintenance building	Designer : Peter Bluett Architect	Date : 18th August 2026
	Ref: P26-012	Checker : PB	Sheet No : 2
Design Stage : Tender Issue			
No :	Key Hazards Identified	Design / Action	
1	Working at a height	Adequate preventative measures shall be undertaken to ensure that the work is completed in a safe manner ie appropriate platforms cherry picker/ Scissors lift/ scaffolding as appropriate.	
	Working on roofs	Care to be taken during works on roof with appropriate temporary protection to be provided	
	Working with Mains Voltage	A qualified electrician is required if movement of cables is undertaken to facilitate the works , Electrician also to be available to check services prior to commencement of works(currently not proposed)	
	Rot treatment	Select suitable rot treatment chemicals to minimise risk to building users for chemicals are used , rot treatment to be to manufacturers detail and specification. Application of rot treatment sprays and other materials to be undertaken by trained operatives with appropriate PPE and equipment.	
	Dust generation	Work process to minimise dust, damp down dusty work and suitable eye and mask protection to be provided to staff	
	Demolition works	work includes demounting of existing roof slates and battens, care to be taken	
	Asbestos-containing materials	Should a slate be identified as being a potential asbestos containing type it is to be left in situ and not disturbed .	
Items to be drawn to the attention of contractor(s) <i>Care regarding working at height Specialist to provide confirmation of safety of use of anti dry- rot chemicals Dust generation Demolition works Do not disturb potential asbestos containing slates,</i>			

Advise Notes

Non-exhaustive list of parameters to be considered.

1. State land uses for area adjoining site and on roads to the site entrance.
Access location of proposed site entrance in relation to existing uses and activities especially in relation to dust, noise, dangerous processes and traffic. Non access arrangements to those parts of the site which will continue to be used by the client.
2. Review working hours with Client, having regard to the adjacent land uses and buildings and note any restrictions on such hours.
3. The contractor is to install suitable hoarding and ensure site remains secure at all times.
Site parking restrictions.
Storage restrictions, segregated from the works.
Cleaning regime to be implemented on site and this will include access roads to site.
4. Impact of traffic on immediate local environment.
5. Traffic management plan for the site.

The Contractor is to take into account pedestrian traffic especially near the site entrances and feeder roads to the site.
Highlight any schools or other heavily pedestrianised areas near the site or site entrance.
6. Separation of site traffic (adjacent) premises must be established where possible.
The Contractor is to ensure and maintain fire vehicle, bin and delivery access to buildings adjacent to the site at all times.
Separation of site traffic and traffic to (adjacent) premises must be established where possible. Speed limits.
The contractor shall implement an appropriate booking in and out system for all site operatives and visitors.
Procedures to safe pass and other certification methods.
Contractors personnel shall carry out appropriate (and visible) identification at all times on site.
The contractor shall implement a site specific Health and Safety induction procedure.
Vehicular and personnel routes shall be separated on site especially near the access to the site.
Review access time to the site.
7. Obtain advise from Client and include.
8. Layout of existing and new services included in drawing package. Known services to be identified with the Client and Engineer prior to commencement on site. All diverted services to be documented. Reference to complexity of project is needed.
9. Fixtures and fittings of machinery review with Client/Services Engineers. Will Electrical terminations and data termination be required for equipment and machinery?
10. State if new services are to be installed by services providers such as Bord Gais, ESB etc. as separate contract to the Client.
11. To be advised by the Design Team and Client if and when other items of work activities become known.
12. Obtain advice from Client, Civil Engineer and / or Services Engineer and include here.
Enter drawing numbers of relevant drawings if any.
13. Obtain advice from Client, Civil Engineer and / or Services Engineer and include here.
Enter drawings numbers of relevant drawings if any.
If services are to be re-located prior to commencement of other works on site.
Service Engineer to assess and advise, include advice.

14. Obtain advice from Client, Civil Engineer and/or Services Engineer and include here.
Enter drawings numbers of relevant drawings if any.
If services are to be relocated these should be relocated prior to commencement of other works on site, Services Engineer to assess and advise, include advice.
Where electrical cables are near access roads or cross (site) traffic routes, and external roads an assessment is to be made of the design to establish if this risk can be eliminated or reduced.
Where this cannot be eliminated protective measures must be put in place at the outset of the contract, Services Engineers to assess and advise, include advice.
15. Works involving particular risks, which would be appropriate to specify in the Preliminary Safety and Health Plan are:
 - Items 1 & 2 of the Schedule 1 where the existence of a particular risk would not be evident and reasonable deducible from drawings or other support documentation to a competent Project Supervisor for Construction Process.
 - Items 3 to 10 of Schedule 1 where such risk as reasonably foreseeable by the Project Supervisor Design Stage.

Non-Exhaustive List of Work involving particular risk to the safety and health of persons at work

1. Work which puts persons 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 processes used or by the environment at the place of work or 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 wheels, 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.

In preparing this section of the Preliminary Safety and Health Plan ensure full consultation with the Structural, Civil and Services Engineers and Temporary Works Designer and include their advice where relevant.

16. Project Supervisor for Construction Stage to assess risk already outlined for existing fragile roofing material and more specifically for roof lights if they existing.
17. The installation of high level services at all levels requires extreme caution and care including all scaffolding, etc.
High level Systems should, where possible, be commissioned prior to scaffolding removal to reduce the necessity for hoists, etc. Method Statement required.
The use of collective protective measures such as nets and mobile platforms is to be considered by the Contractors where possible during the erection of the works.
An assessment should be made to review if the work can be avoided or reduced, where not possible to eliminate this type of work control measures as stated above are to be requested.
18. Where friable asbestos identified and prior to the main renovation work continuing, the asbestos must be removed.
This in most cases will involve employing a specialist contractor who will give 28 days notification to the HAS and will also prepare a Method Statement outlining the exact procedures to follow in order to remove the asbestos safely.
All data sheets must be retained for the Safety and Health file.
[for buildings constructed prior to the mid 1970's an inspection report by expert organisation is to be included in the Preliminary Safety and Health Plan with request to monitor the site for potential of concealed Asbestos especially with regard to insulation and services]
19. Obtain advice from the Client and include.
20. Obtain advice from Client and include.

Obtain advice from the Services Consultants that the design of the service ducts, plant rooms is reviewed and assessed and that sufficient space is provided for installation, commissioning and maintenance.

21. Lead paint has not be used in significant quantities since the mid 1970's.
Where disturbed during construction or accessible to children after completion, lead should be removed at the earliest possible time during construction. Lead content in paint to be assessed, if applicable, and included in the Preliminary Safety and Health Plan.
22. Substances classified as carcinogens include zinc chromate and certain classes of bituminous substances, which are used in caulking or sealants.

[Obtain advice from the Design Team and Client. If no advice is received state that the Project Supervisor Design Process has not been notified by the Design Team or Client of any material that may present an exceptional hazard or risk. No R45/R49 substances specified. Note: fire-stopping and cavity barriers executed in mineral fibre quilts and batts will be used to be non-shed variety and where cut suitable masks to be used and gloves and other site personnel to be provided with suitable protection where working near works involving putting up of batts and quilts.
23. These are a component of many coatings, sealants and foams, particularly of "two pack" coatings or urethanes.

Obtain advice from the Design Team and Client. If no advice received state that the Project Supervisor Design Process has not been notified by the Design Team or Client of any materials that present an exceptional hazard or risk. In case of use, all people involved must be fully trained in the use of same.
24. Obtain advice from the Design Team and Client. If no advice received state that the Project Supervisor Design Process has not been notified by the Design Team or Client of any materials that present an exceptional hazard or risk. No such substances are to be used by the Contractor unless no equivalent alternative exist. In case of use, all people involved must be fully trained in the use of same.
Identify any source of effluent, natural water source and highlight possible contamination. Project Supervisor Construction Stage to develop test regime for potential biological chemical hazards.
Draw attention to the possibility of Weils disease where rodents can be expected to be present on site.
25. Are ionisation smoke detectors to be installed throughout the building. Obtain advice from Services Engineers and Client of any equipment to be installed.
Ionising radiation is also used in airport and other security systems where property or people are scanned.
26. Obtain advice from Client, Civil Engineer and/or Services Engineer and include here.
Enter drawing number of relevant drawings if any.
If services are to be re-located these should be re-located prior to commencement of other works on site or at the earliest possible time. Services Engineer to assess and advise, include advice.
Where electrical overhead powerlines are near access roads or cross (site) traffic routes, an assessment is to be made of the design if this risk can be eliminated or reduced, where this cannot be eliminated protective measures must be put in place at the outset of the contract. Services Engineer to assess and advise, included advice.
27. Obtain advices from Client, Civil Engineer and Services Engineers and include.
Ponds, rivers, culverts shown on Civil Engineering drawing number(s) and included in Appendix B.
Obtain advice from Client, Civil Engineer and Services Engineers one each specified topic and include.
28. Fabrication, delivery and erection of structural steelwork and precast concrete panels should be the subject of a detailed method statement from the Main Contractor and Temporary Work Designer to be lodged with the Project Supervisor Construction Stage and the Project Supervisors Design Process prior to commencement.
Where boilers, Air Handling Units and associated plant are to be lifted into high level plant rooms, a Method Statement should be required. The M&E contractor is to advise the Project Supervisor Construction Stage on this prior to the construction stage of the project

DESIGN RISK ASSESSMENT ARCHITECTURAL

Project

Company :

Bluett & O'Donoghue Architects

as noted above

Designer :

**Peter Bluett
Architect**

Date :

Aug 2026

Ref: as noted above

Revision 0

Checker : PB

Sheet No : 1

Client Board of Management

Prepared by Peter Bluett Bluett & O'Donoghue architects

Approved by Peter Bluett Bluett & O'Donoghue architects

Date as note above (see revision ref above)

Likelihood Rating
0 = zero to very low
1 = very unlikely
2 = unlikely
3 = likely
4 = very likely
5 = almost certain

Severity Rating
0 = No Injury or illness
1 = First aid injury or illness
2 = Minor injury or illness
3 = '3' day injury or illness
4 = Major injury or illness
5 = Fatality, disabling injury

Risk Rating
1-4 = Low
5-8 = Medium
9-25 = High

Risk = Likelihood x Severity

Item	Hazard Items	Associated Risks (noted from concept stage carried through to stage 2a)	Populations at Risk	Likeli- hood	Severity	Risk Rating	Design Control Measures	Responsibility	Residual Risk
1.	works	Risk of injury due to unauthorized access to site and areas of contractors works	School pupils, staff, outside persons	3	4	12	Contractor provides robust site perimeter and site access control to specific work areas where interaction between contractor and occupants is deemed inappropriate or alternatively such work outside school work hours. sections /work areas to be carefully set out to allow for separation of the school operation from the building works where appropriate Contractor to provide site specific method statement for management of construction traffic through the 'live' section of the site and to and from the	Contractor	4

Item	Hazard Items	Associated Risks (noted from concept stage carried through to stage 2a)	Populations at Risk	Likeli- hood	Severity	Risk Rating	Design Control Measures	Responsibility	Residual Risk
							public road..Defined material delivery times are recommended (i.e. outside main school pupil and staff arrival and departure times, these times vary and are required to be incorporated into programme). Secure contractors compound required, a suggested compound location has been identified.		
2.	Access into building & site	Access for building contractors	School users and outside persons	3	4	12	Care to be taken at entrance to site, appropriate signage to be provided at entrance and care to be taken with sight lines.(entrance location tow works will vary depending on which element of works is being undertaken. This to be planning in advance with school management	Contractor	4
3.	Falling from height	Risk of injury from falling off during access for roof maintenance	School maintenance	2	5	10	Single storey roof with ready access from ground. -No change to existing roof arrangements	all	4
4.	Falling from height	During construction works	Contractor	3	5	15	Safe platforms/ scaffoldingwhere appropriate to be used.	Contractor	4
5.	Heavy lifting	Units falling or moving around, lifting method to be appropriate	contractor	2	5	10	No specific heavy lifting required, care to be taken with the storage of sashes when demounted and being prepared for refitting.	contractor	4
6.	Existing services	Damage to existing underground and over-ground services during works, danger to construction including underground and over ground electrical, and underground or building mounted gas, oil services	Contractor,	2	5	10	Limited number of existing services building mounted to be monitored	Contractor	3
7.	Asbestos	Disturbing asbestos material At construction stage and post construction	Contractors and future users	3	5	15	No asbestos containing material removal is proposed Care to be taken during works and in the event of any material being identified which might contain asbestos than works in this area to stop. Any such potential material is to be left in place without disturbing it.	Contractor	4
8.	Lead	Disturbing and Removal of existing lead pipes/ working with lead flashings	Contractor and future users	2	3	5	No work with lead pipes proposed Contractor to take care when working with lead flashings and use appropriate PPE		0
9.	Lead paint	Disturbing and Removal of existing paint,	Contractor and future users	2	3	5	Contractor to take care to assess paint type and use appropriate dust protection.	Contractor	5
10.	scaffolding	Falling from scaffolding	contractors	3	5	15	Safe method of works to be employed with suitably design and safety constructed scaffolding being used for works or alternative a certified safe use cherrypicker/Scissors lift. Internally work platforms prior sections are likely to be used. Design to be to current health and safety requirements with appropriate direction certification and ongoing checking.	contractor	5
11.	Chemicals	Danger to persons and animals from chemical use	Contractor and future users	3	5	15	Minimize chemical use in design and where used specify the lowest risk materials. Were chemical are used the manufacturers safety requirements are to be implemented.	Contactor	5
12.	Demolitions	Uncontrolled Collapse of buildings and design of interface works	contractor	3	5	15	No material structural works proposed		0
13.	Overground services	Vehicle strikes	Contractor , future users	3	5	15	Contractor to do pre construction site review	Contractor	5

Item	Hazard Items	Associated Risks (noted from concept stage carried through to stage 2a)	Populations at Risk	Likeli- hood	Severity	Risk Rating	Design Control Measures	Responsibility	Residual Risk
14.	Plant maintenance	Difficulty of access	Contractor , future users	3	3	9	No change to existing plant arrangements other than upgrading of up stands.	contractor	4
15.	Wood rot treatment	Use of chemicals	Contractor staff future building users	2	5	10	Use of authorized trained staff with suitable PPE only in the application of specialist chemicals, quantity limited to the minimum possible to undertake the work, chemical to be selected by specialist to minimize long term risk. Procedures to be put in place by contractor to not store these chemicals on site and to only arrange for specialist to bring the minimum necessary chemicals for the works on site when required.	contractor	4
16.	Quality of water	Quality of water	future building users	4	5	10	Existing supply N/A		0
17.	Wood rot	Structure of building	Contractor staff future building users	4	4	16	Architect to review timbers being repaired, where structure repairs are to be undertaken these to be designed to be suitable for purpose.		0
18.	underpinning	Structure of building/walls	Contractor staff future building users	4	5	20	(currently not proposed) Design to be undertaken by consulting engineer, implementation of works to be undertaken in a safe manner in line with engineers detail and specification		0

The designer risk assessment should also record the thought process and design decision taken throughout the design process

Risks to be considered

Burial under earth fall (not relevant)
Engulfment in swampland(not relevant)
Falling from a height(relevant see above)
Asbestos (none expected see above)
Unstable Ground(not relevant)
Underground Services(not relevant)
Undermining existing foundations (not relevant)
Lead(flashings)
Work on or near existing boundaries/structures(not relevant)
Work on or near fragile roof(relevant, roof works being undertaken)

Drowning(not relevant)
Installation of scaffolding (see above)
Collective protection needed (see general comments)
Chemicals (see general comments)
Demolition (No demolitions proposed except for demounting of roof slates)
Confined spaces (no specific confined spaces proposed, Work taking place externally needs care.)
Underground works(no specific underground works proposed.)
Window cleaning(not relevant)
Compressed air systems/divers(not relevant)
Ionising radiation(not relevant)

Over head lines. (To be reviewed prior to commencement in relation to safe access,.)
Biological (Not relevant)
Plant maintenance. (Not applicable , no change to existing systems)
After build maintenance(see all design team comments)
Explosives(not relevant)
Heavy prefabricated plant(Not applicable)
Heavy steel structures(not relevant)
General cleaning(see all design team comments)
Roof access(relevant, no change to existing arrangements)
Precast concrete frame (not relevant)