Waldron & Associates
Design, Project Management, Engineers & Architects

PRELIMINARY SAFETY & HEALTH PLAN

PROJECT:	**Mechanical & Electrical Work Project at Mount St. Michael Secondary School, Roll Number 64260M**
ADDRESS:	**Claremount, Claremorris, Co. Mayo.**
PREPARED BY:	**Waldron & Associates**
DATE:	**November 2026.**
REV:	**A**

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1	GENERAL DESCRIPTION OF PROJECT			
1.1	**Client**	Mount St. Michael Secondary School, Claremorris, Co. Mayo		
1.2	**Project Supervisor for Design Process**	Waldron & Associates The Square, Claremorris, Co Mayo	Phone	094 9372120
			Email	info@waldrons.ie
1.3	**Design Team**	Waldron & Associates	Phone	094 9372120
1.4	**Project Location / Site**	Claremount, Claremorris, Co. Mayo		
1.5	**Project Description**	Mechanical & Electrical Work Project		
1.6	**Scope of Works**	Existing Oil Boiler Heating System to be replaced with Gas Boiler heating system and LPG storage tanks upgrade and associated Civil Works.		
1.7	**Restrictions on Working Hours**	Site is available for working from 8 am to 6 pm, Monday to Friday. Saturday work with the client's consent.		
1.8	**Access to Site**	By appointment only through designated officer.		
1.9	**Phasing of Works**	Single phase		
1.10	**Contract Commencement**	Nov 2026		
1.11	**Contract Completion**	Jan 2027		

2	OTHER WORK ACTIVITIES 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 Activities**	Live Secondary School
2.2	**Installation of Services**	New Biomass Heating System
2.3	**Installation of Furniture, Equipment**	New Biomass Heating System
2.4	**External Works**	New Biomass Heating System
2.5	**Other**	None

3	KNOWN EXISTING SERVICES	
	Underground services	
3.1	**Water Mains**	Yes

3.2	**Sewer Mains**	External to the building
3.3	**Electric Cables**	Extensive electrical installation throughout to be traced and verified
3.4	**Comms Cables**	Extensive comms installation throughout to be traced and verified
3.5	**Gas Mains**	To exterior of building. Location to be identified on site. Proposed connection.
3.6	**Heating Oil**	Existing service to be discontinued
3.7	**Other Liquids / Gases under pressure**	Steam, water, condensate,air, L and G
External Overhead Services		
3.8	**Electric Lines**	Yes
3.9	**Comms Cables**	Yes
3.10	**Other**	N/A

4	**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 504 of 2006 together with the opinion of the Project Supervisor for Design Stage 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 Design Stage. Note that in relation to the following: a. Items 1 and 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 PSCS are listed. b. Items 3 to 10 of the Schedule 1 only those risks which are reasonably foreseeable by PSDP are listed. c. In relation to other work which may involve particular risks only those risks which would be evident and reasonably deducible from drawings or other supporting documentation to a competent PSCS are listed.		
4.1	**Burial under earth falls – aggravated** *(Deep foundations, deep cuttings, excavations which are in or adjacent to unstable ground, hazardous underground services or undermining existing foundations etc.)*	N/A
4.2	**Engulfment in swampland**	N/A
4.3	**Falling from a height – aggravated**	The Contractor should take into account high winds and adverse weather condition which increase the risk of falling from a height.
4.4	**Works on or near site boundaries or existing structures which will require excavation**	Contractor to identify existing structures and boundaries and put in place appropriate protective measures. All works to be carried out strictly in accordance with PSCS instructions. A preconstruction survey should be carried out to establish the condition of existing building.
4.5	**Work on or adjacent to fragile roofing materials**	Contractor to provide appropriate access and collective protective measures. Where the provision of collective protective measures is not possible PPE should be provided to operatives to carry out work on or near fragile roofing materials.
4.6	**Installation of scaffolding**	Scaffolding must be erected and protected strictly in accordance with the HSA Code of practice for Access Scaffolding. Weekly and other statutory inspections must also be

		undertaken and records of such inspections must be maintained on site for inspections by the PSCS.
4.7	**Operations where the nature of the work or other restrictions make it impracticable to provide standard scaffolding or other suitable and sufficient means of support**	Such requirements to be pre-arranged with PSCS prior to execution.
4.8	**Work with chemical or biological substances constituting a particular danger to the s&h of persons or requiring health monitoring** *(Work with materials containing asbestos, demolition or removing paint containing lead, substances causing cancer or sterilisation, explosive atmospheres, confined spaces with deficiency of oxygen or presence gases and vapours, etc.)*	The site should be surveyed for the presence of any such like material under the directive of the PSCS.
4.9	**Work with ionising radiation**	N/A
4.10	**Work near high voltage power lines** *(incl. overhead, buried & high voltage cables supplying fixed plant)*	The information on presence of high voltage power lines has not been provided. This should be investigated and identified by mechanical and electrical contractor before commencing any construction works on site and in conjunction with the PSCS.
4.11	**Risk of drowning**	N/A
4.12	**Work on wells, underground earth work and tunnels**	N/A
4.13	**Work by divers with a system of air supply**	N/A
4.14	**Work in caisson with compressed air supply**	N/A
4.15	**Work involving the use of explosives**	N/A
4.16	**Assembly or dismantling of heavy prefabricated components**	Plant and equipment to be installed using the appropriate certified lifting equipment. Appropriate training and supervision should be provided to operatives. Do not stand under raised loads. CSCS cards for driver and slinger/signallers Method statements required from appointed sub-contractors.

5	**SIGNIFICANT RISKS**	
5.1	**Lead present**	N/A
5.2	**Demolition**	There are demolition works involved in this project. Therefore contractor to submit method statement for demolition works for review prior to works.
5.3	**Cracking in rear & side elevation torsion to existing foundations**	Structural survey to be undertaken of boiler house prior to commencement of works.

5.4	**Failure of foundations**	N/A
5.5	**Failure of existing roof structure**	Full structural survey of existing roof structure to be undertaken prior to commencement of work.
5.6	**Potential collapse of existing floors**	N/A
5.7	**Working at height**	There will be working at height throughout this project. Contractor to ensure the provision of collective protective measures. Use scaffolding. Use of ladders to be restricted to works of short duration, where the risk of fall is assessed as low and alternative means of access are not possible. Use of ladders must be undertaken strictly in accordance with the provision of current Safety Health and Welfare at Work (General Application) Regulations. Access or integrated edge protection scaffolding should therefore be provided for roof works. Employees to have appropriate training including specific training on each type of equipment used. Comply with Safety, Health and Welfare at Work (General Application) Regulations 2007 and the HSA "Code of Practice for Access and Working Scaffolds" Comply with HSA guidelines on using ladders safety. All equipment to be regularly tested and certified as required. Scaffolds and equipment for work at height to be signed off on Form GA3 weekly.
5.8	**Site security - Unauthorised access**	Security to the work area and the Contractor's storage area is an absolute priority. Security must be checked on the closure of the site each periodically and each evening to ensure against unauthorised access during non-work hours and in particular during weekends periods
5.9	**Access to site - Unauthorised access, Damage to property, injury, nuisance to adjoining neighbour.**	Access to the site shall be by appointment only through Aurivos designated officer. Unauthorised access to site shall be prohibited.
5.10	**Construction traffic - Accidents with public**	The Contractor / PSCS must outline in the Safety Plan arrangements which will be put in place to ensure the safety of the general public and other on site vehicles. A banksman should be utilised when site traffic is entering or exiting the site. Contractor should prepare a traffic management plan and ensure for the provision of safety signage in respect of traffic movement. Deliveries must be scheduled and delivery times notified to site manager. Suppliers to be made aware of these requirements.
5.11	**Existing ESB supply – Contact with live / hidden services**	Ensure safe working in the vicinity of the existing switchboard and cables and that route of all live existing electric services within the area of the works has been identified prior to commencement of the site works
5.12	**Water supply - Contact with live / hidden services**	Water service on site is live and under mains supply pressure. Ensure route of all live existing water services pipework within the area of the works has been identified prior to commencement of the site works
5.13	**Connecting to existing electrical installation - Contact with live / hidden services**	Ensure all circuitry and equipment is electrically dead and all appropriate safety devices and warning notices are in place prior to undertaking and interconnection works. Only employees who have appropriate training shall be allowed carry out electrical work Follow ETCI procedural guidelines for working on electrical installations. Isolate electrical source before commencing works. All electrical works to be tested and certified on completion.
5.14	**Connecting to existing incoming mains gas installation - Contact with live / hidden services**	Ensure proposed incoming gas mains are fitted with an appropriate slam shut valve in accordance with the regulations of the day.
5.15	**Manual handling - Injuries**	Manual handling must be avoided as far as reasonably practicable. Contractor must therefore make arrangements for the mechanical lifting of materials wherever and whenever practicable. Only appropriate certified lifting equipment must be used. Employees to have appropriate manual handling training
5.16	**Chemicals, incl. cleaning agents**	Employees to have appropriate training Employees to wear appropriate PPE Material Safety Data Sheets to be available and consulted. Chemical risk assessments must be in place.

		PSCS to develop procedures for handling and disposal
5.17	**Weil's Disease (Leptospirosis)**	Employees to have appropriate training Employees to wear appropriate PPE Employees to adhere to rigid hygiene policy. Washing facilities must be provided. Use suitable sprays and cleaning agents on hands and tools
5.18	**Noise**	Employees to wear appropriate PPE Limit exposure

6	**GENERAL SAFETY REQUIREMENTS / INFORMATION / PROVISIONS**	
6.1	**Essential services / Fire safety systems**	All essential services, including fire alarm systems, must be maintained in working order at all times during the works. Any downtime to services must be notified in good time in advance to the project architect.
6.2	**Fire escape routes**	All fire escape routes should be maintained without obstruction at all times
6.3	**Fire safety**	There is always the risk of fire from construction activities. PSCS must outline Fire safety procedures which will be implemented for the duration of the contract. The contractor should ensure that adequate first aid firefighting equipment is on hand at all times. A pre-closure fire safety inspection should be undertaken before closure each and every evening. Smoking will not be permitted in the premises. Hot works should be avoided wherever possible. If however hot works are necessary they must only be undertaken on foot of a hot work permit.
6.4	**Stability of existing structures**	The existing structures should be assessed by structural engineers. Good structural order must be maintained and no risk imposed to its stability from adjacent new construction.
6.5	**Access for emergency services**	The Safety Plan should outline emergency plans and the provision of access for emergency services in the event of accident arising from the works.
6.6	**Parking for operatives**	Operative parking must not cause a nuisance to residents of adjacent properties, must not block or hinder resident's access or vehicle movements and must not block access for emergency services.
6.7	**Site investigations / Ground conditions / Excavations**	If adverse ground/structural conditions are encountered the contractor should immediately inform the project architect.
6.8	**Welfare facilities**	Contractor must provide for his own toilet and canteen facilities.
6.9	**Control of dust / dirt / noise**	Contractor to ensure for the control of dirt, dust and noise and is required to keep the site tidy at all times to minimise nuisance to neighbours and general public. Spray suppression or other similar methods should be used for the control of dust as necessary. Adequate and suitable PPE (eye, ear and face protection) should be provided at risk operatives. Excessive noisy activities to be limited as far as reasonably possible.
6.10	**Asbestos**	Building construction should have an asbestos survey carried out by a competent specialist person. The Asbestos survey for the subject building has not been provided. If any asbestos containing materials are discovered the material must not be disturbed and must be disposed of by approved specialist.
6.11	**Protection of pedestrians / public**	All waste, construction materials and skips located in the public domain must be enclosed with appropriate suitable fencing, dust proof and affixed with safety signage.
6.12	**Cleaning of roads**	Contractor must allow for cleaning of dirt emanating from the works to road and footpaths in the vicinity of the site.
6.13	**Hoarding signage**	Hoarding to be designed by Temporary Work Designer to the relevant standards and installed to ensure against collapse in high winds or adverse weather conditions.
6.14	**Isolation of live services**	All live services to be isolated prior to work. Live work to be avoided where possible.
6.15	**Storage loading on roof**	Materials if stored on roof to be secured at all times to ensure against being blown and dispersed.

6.16	**Duties of Employers**	It is the duty of the contractor engaged in this project to comply in every respect with the relevant Statutory Provisions in relation to his/her duties as employer undertaking Construction activities.
6.17	**Competence**	Note: Under the SHWW Act 2005 a person is deemed to be competent where *"having regard to the task he or she is required to perform and taking account of the size or hazards or both of them of the undertaking or establishment in which he or she undertakes works the person possesses sufficient training, experience and knowledge appropriate to the nature of the work to be undertaken"* It is the duty of the contractor to ensure that all persons engaged in this project for the purposes of construction are competent.
6.18	**System of work**	It is the duty of contractor to provide safe systems of work that are planned organised, performed, maintained and revised as appropriate so as to be, so far as reasonably practicable, safe and without risk to health.
6.19	**Plant, machinery and equipment**	It is the duty of the contractor to provide and maintain plant, machinery and equipment which are safe and without risk to health.
6.20	**Principles of prevention**	When assessing risks it is the duty of the contractor to take account of the principle of prevention. The contractor must therefore, as a priority, eliminate hazards and reduce risks to an acceptable level. For residual risks the contractor must as far as reasonably practicable provide for integrated safety systems and collective protective measures in favour of personal protective measures. The General Principles of Prevention are set out in descending order of preference as follows: 1. Avoid risks. 2. Evaluate unavoidable risks. 3. Combat risks at source. 4. Adapt work to the individual, especially the design of places of work 5. Adapt the place of work to technical progress. 6. Replace dangerous articles, substances, or systems of work by non-dangerous or less dangerous articles, substances, or systems 7. Use collective protective measures over individual measures 8. Develop an adequate prevention policy 9. Give appropriate training and instruction to employees.
6.21	**Emergency plans**	Contractor must provide for consultation and co-ordination with the client in relation to emergency plans. Emergency plans must be reviewed and co-ordinated on a regular basis and at any change of circumstances.
6.22	**Licences**	It is the responsibility of contractor to apply to the local authority for any necessary licences relating to the erection of cabins, hoardings, placing of skips, use of mobile cranes and any other possible activities in the public domain.
6.23	**Sub-Contractors**	There may be a number of sub-contractors engaged in these works. All subcontractor activities must be carefully co-ordinated to ensure the proper protective measures are in place at all times. It is the function of PSCS to ensure for the co-ordination of all sub-contractors and this duty should be specifically addressed in the Safety Plan for the works. The competency of sub-contractors, if used, shall be assessed in respect of Health and Safety by the principal contractor. Only competent and trained sub-contractors and operatives are permitted on the site.
6.24	**Operatives**	All operatives must be holders of Safe Pass safety training card or recognised equivalent. Operatives must wear adequate personal protective equipment at all times.
6.25	**First Aid**	The contractor must provide adequate first aid facilities on site.

7	**CONTINUING LIASON**	
7.1	**Design changes during the construction stage**	In the event of design changes during the construction phase existing Design Risk Assessment must be reviewed or a new Risk Assessment generated. It is the designers responsibility to ensure that they inform the PSDP of any changes in their design and that

		the appropriate Design Risk Assessments are completed and notified to PSDP and PSCS.

8	**SAFETY FILE**	
8.1	**Delivery requirements**	It is the duty of PSCS to provide PSDP with relevant information to enable preparation of the safety file. Information to be provided to enable the preparation of one copy of Safety File Safety file information must be submitted to the PSDP before practical completion.

The information contained in this preliminary Health and Safety 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.