

Langton House Hotel	Risk Assessment	Version 1.4	Page 1 of 4
Risk Assessment	Work at Height	Created	26/8/2022
Workplace Sector	All Areas	Reviewed	26/8/2024
Hazards	Falling objects, Falling workers, incorrect equipment use, failure to use equipment required.	Next Annual Review	26/8/2025
Risk Assessment carried out in consultation with Eddie Langton & Langton Staff			

The main hazards associated with work at height are lack of training, incorrect equipment, incorrect equipment use, failure to use equipment required.						
What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Action Completed
Work at Height: Ladder Ladder slipping Incorrect positioning of ladder Incorrect choice of ladder	Staff: <i>Fall from height, serious injury death</i>	<ul style="list-style-type: none"> • All staff using ladders should be trained and competent in the safe use of ladders • Ladder is checked before use, and unsafe ladders are taken out of use • Check for splits, cracks, damaged rungs, stiles, feet, platform, steps, and locking devices • Ladders used for access are tied at the top and extend 1 metre above the landing point unless a suitable handhold is provided • Ladder has no mud, debris on rungs • Ladder is set up on a firm level base, leaning at a suitable angle (1 in 4) and secured against slipping or moving (e.g. tied at the top or bottom; footed; use of anti-slip or other stability devices) • Have another worker “foot” the ladder when it is not practicable to secure the ladder in another way. • Ladder is positioned to ensure stability during use • Ladder stands in vertical alignment. 				

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Action Completed
Work at Height: Stepladder/Podium Steps	Staff: <i>Fall from height, serious injury death, Objects falling from height causing injury.</i> Customers: <i>Objects falling from height causing injury</i>	<ul style="list-style-type: none"> • All staff using stepladders should be trained and competent in the safe use of the equipment • Equipment is checked before use, and unsafe equipment taken out of use • Check for splits, cracks, damaged steps, stiles, platform, and locking devices • Steps/Podium steps have exclusion zone around working area to keep people out of the work zone • Equipment is set up on a firm level base, • Do not set up steps/podium steps in a n area behind a door or busy pedestrian traffic area without setting up exclusion zone first. 				
Incorrect equipment use to access work at height <i>(Standing on a chair to change a lightbulb for example)</i>	Staff: <i>Fall from height, serious injury death</i>	<ul style="list-style-type: none"> • Never use a chair or table or any unstable surface to access work at height, use the appropriate safe equipment for the task. • Request maintenance staff as required – they have the correct equipment and training to carry out tasks safely. 				

Work at Height: Safe Procedures/Further Control Measures

Information/Instruction/Training	Managerial Controls
<ul style="list-style-type: none"> • Work At Height Training • Ladder Inspection Training • Safe use of Ladders Training 	<ul style="list-style-type: none"> • Ensure adequate supervision is provided and that control measures remain valid for the duration of the work in public areas • Additional supervisory resources shall be provided to ensure the works are progressed in a safe and controlled manner and that any unforeseen conditions are accounted for
Personal Safety	Ladder Safety
<ul style="list-style-type: none"> • PPE is supplied and worn 	<p>If your risk assessment determines it is correct to use a ladder, you should further minimise the risk by making sure workers:</p> <ul style="list-style-type: none"> • are competent • use the right type of ladder for the job • use the equipment provided safely • follow a safe system of work • are fully aware of the risks and measures to help control them

All hazards and risks detailed above have been considered and adequate control measure are in place as indicated. Controls not in place are scheduled to be carried out and included in the current Action List in found in Appendix B of the Langton Safety Statement 2024

Action List

Hazard	Control Required	Assigned to (name):	Action By (date):	Completed	Date Completed