

PRELIMINARY SAFETY AND HEALTH PLAN

Project: The Board of Management of The CBS  
Secondary School.  
Thurles  
County Tipperary

Prepared By

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Project Supervisor for Design Process (PSDP)

May 2017


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## PRELIMINARY SAFETY & HEALTH PLAN

This Safety & health Plan has been prepared on a preliminary basis in accordance with Article 12(1)(a) of S1 504 of 2006, the Safety, Health and Welfare at Work (Construction) Regulations 2006, and is based on project information available of this time.

1	General description of Project			
1.1	Client	The Bord of Management of The Presentation Secondary School		
1.2	Project Supervisor for the Design Process	Hugh Ryan RIBA RIAI On behalf of: DH Ryan Architects 1 Liberty Square, Thurles, County Tipperary	Phone  Mobile  email	0504 28850  087-2958144  archhryan@gmail.com
1.3	Project Location	Templemore Road, Rossa Street, Thurles, Co. Tipperary		
1.4	Scope of Works	See Architects detailed drawings.		
1.5	Description of Property	The property is a Boys Secondary School on a busy street in the town of Thurles.		
1.6	Form of Contract	The works to be undertaken under The Short Public Works Contract.		
1.7	Restriction of Working Hours	In accordance with Statutory Requirements		
1.8	Site	1.845 hectare site consisting of an existing school There are neighbouring school & houses both up and down the street.		
1.9	Operative Car parking	There is no parking to roadway in front of site. Operative parking must not block sightlines of those exiting private dwelling houses of neighbours. If additional parking required it could done in the at the rear of the school, with the agreement of the client.		
1.1	Contract Commencement	To be confirmed in tender documents.		
1.11	Contract Completion	To be confirmed in tender documents.		
1.12	Access to Site	Access to site available to front and rear though gates from public road. Access points must be fully secured at all times to prevent public access.		
1.13	Mitchell Street, Thurles.	There is limited space in front of the school for construction vehicles and for delivery / removal of waste. Great care must be taken to ensure for the safety of students and passing traffic. The rear of the house is more suitable.		
1.14	Design team Contacts	Project Architect: DH Ryan Architects	Phone 087 2958144 email archhryan@gmail.com	
		Project Engineer: PJ Brett & Associates	Phone 067 37950 email pjbrett@pba.ie	

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 (within or around the subject site during the building works)			

2.1	Adjacent Activities	The school will be used during the works
3	PARTICULAR RISKS, SIGNIFICANT RISKS, and other matters to be brought to the attention of the Contractor / PSCS.	
The following is the non exhaustive list of particular risks to the safety and health of persons (as set out in Schedule 1, of S1 504 of 2006) together with the opinion of the Project Supervisor for Design Process on what elements to 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)	Only those risks which would be evident and reasonably deducible form drawings or other documentation to a competent Project Supervisor Design Stage are listed.	
(b)	Only those risks which are reasonably foreseeable by the Project Supervisor Design process are listed.	
(c)	There is no Safety File available for the site.	

Ref	HAZARD/RISK	INFORMATION/ INSTRUCTION FOR CONTRACTOR/ PSCS
	Statutory Provisions	
3.1	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.
3.2	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 work the person possess 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.
3.3	Systems of Work	It is the duty of the 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.
3.4	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.
3.5	Personal Protective Equipment	It is the duty of the Contractor to provide and maintain suitable protective clothing and equipment as is necessary to ensure, so far as reasonably practicable, for the safety health and welfare of his/her employees.
3.6	Principles of Prevention	When assessing risks it is the duty of the Contractor to take account of the Principles 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.
3.7	Emergency Plans	The 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.
3.8	Licences	It is the responsibility of the 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.
3.9	Sub-Contractors	It is the PSCS/Contractors duty to co-ordinate sub-contractors, to ensure they are competent, to induct them in safety procedures and to ensure that their activities do not conflict with or cause hazard to other operatives.

Ref	HAZARD/ RISK	INFORMATION/ INSTRUCTION FOR CONTRACTOR/ PSCS
4	Hazardous materials/ biological hazards	
4.1	Asbestos/ ACMS	An asbestos survey has been carried out, see attached.
4.2	Working on Drains	There is a risk of hepatitis, tetanus and other biological diseases when working on drains. Only trained operatives with adequate protective equipment should undertake this work. We are aware of the depth of existing drains. Adequate washing facilities should be provided. Operatives should be inoculated against Tetanus and Hepatitis. There should be no entry into manholes or drains without confined space assessment and procedures.
5	General	
5.1	Occupied Premises	The school will remain occupied during the course of works.. It is essential that access is maintained to the school unless by arrangement. Any down time of essential services must be notified in advance to the occupants.
5.2	Access to Site	<p>The Contractor must ensure for the safety, from construction traffic movements, of adjoining residents and in particular for the safety of visitors to the adjacent dwelling houses. Access to this site is extremely restricted and access/ egress for construction traffic will entail reversing movements of vehicles. A banksman must therefore be utilised for all construction traffic movements.</p> <p>The Contractor/ PSCS must outline in the Safety Plan arrangements which will be put in place to ensure for the safety of adjoining residents form risk of collision with construction traffic. Deliveries and waste removal should be scheduled when there is least activity around the site.</p>
5.3	Existing Services	<p>The contractor is responsible for making safe existing services within the work zone before commencement of any works. All live services within the work zone should be identified/ isolated/ and protected against accidental contact. The contractor must therefore undertake a detailed survey (CAT scan) to locate and isolate any possible live services within the work zone. The findings to be recorded and reported to the project Architect. ESB should be consulted by the Contractor to assist with the location/ isolation of live services within the site.</p> <p>The site survey shows existing services to the site.</p>
5.4	Fire Safety	<p>There is always the risk of fire from construction activities in an existing building. The PSCS must outline Fire safety procedures which will be implemented for the duration of the contract. The contractor should ensure that adequate first aid fire fighting 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 on site.</p> <p>Hot works should be avoided wherever possible. If however hot works are necessary they must only be undertaken on foot of a hot works permit.</p>
5.5	Site Security	Security to the work area and the contractors storage area is an absolute priority. Security must be checked on the closure of the site each evening to ensure against unauthorised access during non-work hours and in particular during weekend periods.
5.6	Housekeeping, Dirt, Dust and Noise Control	The contractor is 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. 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 to at risk operatives. Excessive noisy activities to be limited as far as reasonably possible and must not be undertaken before 9am.
5.7	Hoarding	Arrangements to be confirmed.

5.8	Disposal of Materials	Waste materials must be disposed of to properly licensed waste centres. Every effort must be made to recycle waste. Waste should be stored/stacked in a safe and secure manner on site prior to disposal to ensure against it being dispersed and blown. If a skip is required it must be located within the site. Materials must be stored in the skip in a safe and secure manner.
5.9	Manual Handling	Manual handling must be avoided as far as is reasonably practicable. The Contractor must therefore make arrangements for the mechanical lifting of materials wherever and whenever practicable.
5.1	First Aid	The Contractor to provide first Aid facilities on site.
5.11	Operatives	All operatives must be holders of Safe Pass safety training card or a recognised equivalent. Operatives must wear adequate personal protective equipment at all times.
5.12	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 the PSCS to ensure for the co-ordination of all subcontractors and this duty should be specifically addressed in the Safety Plan for the Works. The competency of the sub-contractors, if used, shall be assessed in respect of Health and Safety by the Principle Contractor. Only competent and trained sub contractors and operatives shall be permitted on site.
6	Excavations	
6.1	Ground Conditions	A trial pit has been opened and ground conditions are expected to be normal. If however adverse ground conditions are encountered the Contractor should immediately inform the Project Architect. Under no circumstances should excavations deeper than 1.2m be formed or entered into without the use of trench support/ trench boxes. In all cases the contractor should undertake a risk assessment before an operative enters into any excavation of even relatively shallow depths. Especially when altering the ground levels on the rear garden.
7	Services	
7.1	Electrical Shock	There are overhead power lines to the school. There is also thought to be a main power cable under where the extension is to be built. Before digging check for underground cable which passes through the site to be decommissioned by the ESB and diverted around the site.
7.2	Water	There is currently a water supply to the school. Care must be taken with this water supply to prevent contamination.
7.3	Utilities generally	There are no utilities drawings available. The Contractor must undertake with the assistance of the ESB a comprehensive CAT or similar scan of the site before works commence to identify any underground utilities or services. There is no gas supply to this area.
8	Fall from heights	
8.1	Roof work	There will be work at height to the roofs of the new extension.. The Contractor to provide protective measures and to limit ladder work as far as is reasonably practicable in accordance with the Construction Regulations. Access scaffolding to be provided for roof work.
9	Temporary Works	
9.1	Temporary Works Co-ordination	The main contractor is wholly responsible for the design, installation, inspection and striking of Temporary Works (TwS). This includes temporary works designed by the subcontractors. The Permanent Works Designer (PWD) must provide the Contractor with all necessary design information relating to the Permanent Works to allow design of the Temporary Works. The PWD has no duty to the Contractor to detect or prevent faults in the Temporary Works. Approval by the PWD does not relieve the Contractor of responsibility for the Temporary Works.

		<b>The PSCS shall assume the duty of Temporary Works Co-ordinator and shall be responsible for the co-ordination of Temporary Works during the contract.</b>
9.2	The duties of the PSCS	<p>The Duties of the PSCS in relation to Temporary Works include:</p> <ul style="list-style-type: none"> <li>• Co-ordination of all TWS activities including those of sub-contractors</li> <li>• Communication with all parties involved</li> <li>• Preparation of TWS design brief</li> <li>• Ensuring TWS are designed and checked</li> <li>• Issuing of permits to load and dismantle</li> <li>• Keeping of records</li> <li>• Ensuring that the various responsibilities have been allocated and accepted</li> <li>• Ensuring that the designs of TWS are communicated to the Permanent Works Engineer.</li> <li>• Ensuring that TWS are designed to the appropriate standard</li> <li>• Ensuring that Temporary Works Design Certificates are signed by the appropriate parties</li> <li>• Completion and issue to the PSDP of Monthly Temporary Works Report</li> </ul>
9.3	Temporary Works Certificates	<p>Responsibility for the actual design of the Temporary Works remains with the Designers of the Temporary works and it is recommended by the HSA that Certificates (Permanent and Temporary) are used by the PSDP to record the co-operation of the activities of all designers.</p> <p>In signing the 'Temporary Works Certificate' the PWD confirms that he has communicated his design assumptions to the Temporary Works Designer. Then as stated in the certificate 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.</p>
9.4	Suitability of Materials	Materials used for Temporary works shall be the best of their kind and appropriate for the intended function.
10	Structures	
10.1	Stability of Existing Structures	The existing structures on site. Existing structures & trees to be assessed for their stability prior to commencement of the works to ensure for their continuing stability from adjacent new construction.
11	Project completion timeframe	
11.1	Programme for the works	The project programme from commencement to completion is 6 months. It is considered that the project can be safely completed in this timeframe. Tenderers when tendering should however indicate any reservations they may have with regard to the safe delivery of the project within this timeframe.
12	Conclusions	
12.1	<p>The following Particular Risks above have been identified:</p> <p>Working at height,  Working close to the public road,  Working close to School,  The below ground electrical cables.  Access through a school entrance..</p> <p>The Contractor must take account of the Principles of Prevention and endeavour to reduce risks by the use of alternative and safer work practices. All those involved in the planning of the works must take account of the Principles of Prevention and put in place collective protective measures in favour of personal protective measures. In particular collective protective measures must be provided in relation to working form height in favour of working form ladders. The contractor should endeavour to</p>	

	find an alternative means of making the foul connection without the need to entry into the manhole.	
12.2	There may be a number of sub-contractors involved in the works. Co-ordination of the subcontractors is a key requirement for the duration of the works.	
12.3	Fire Safety is an absolute priority. The Contractor must put in place the correct procedures to ensure for the highest level of fire safety throughout the project. A pre closure fire safety inspection must be undertaken at the conclusion of each day's activities. Smoking on site is not permitted.	
12.4	Security of the site to ensure against unauthorised access particularly during non-working hours and weekend is essential.	
12.5	Designer Risk Assessments	Prepared and submitted by: DH Ryan Architects
13	Welfare facilities	
13.1	Welfare facilities for construction personnel	The contractor must provide for his own toilet and canteen facilities.
14	Continuing Liaison	
14.1	Design changes during the Construction Stage	In the event of design changes during the Construction phase existing Design Risk Assessments must be reviewed or new Risk Assessments 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 the PSDP and PSCS.
15	Safety File	
15.1	Information delivery requirements	It is the duty of the PSCS to provide the PSDP with relevant information to enable preparation of the Safety File. Information to be provided to enable the preparation of one copy of the Safety File. Safety File information must be submitted to the PSDP before Practical Completion.

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.

Signed: \_\_\_\_\_ Hugh Ryan \_\_\_\_\_  
Project Supervisor Design Process

Date: \_\_5-5-2017\_\_\_\_\_