RISK ASSESSMENT AND METHOD STATEMENT (RAMS)

Business name

Document: RAMS-001 Rev 1
Prepared: 9 Nov 2026
Review by: 9 Dec 2026
Highest risk after controls: Medium

1. BUSINESS AND JOB DETAILS

Job	Scaffold alteration	**Start date**	9 Nov 2026
Working hours	7:00 am to 3:30 pm	**Trade**	Scaffolding

2. WORK INVOLVING PARTICULAR RISKS (CDM 2015 SCHEDULE 3)

YES	Risk of burial under earthfalls, engulfment in swampland or falling from a height, made worse by the work, processes or site		Work on wells, underground earthworks and tunnels
	Chemical or biological substances that are a particular danger, or that need health monitoring by law		Divers with a system of air supply
	Ionising radiation needing controlled or supervised areas		Work in caissons with a compressed air atmosphere
	Work near high voltage power lines		Use of explosives
	Risk of drowning		Assembling or dismantling heavy prefabricated components

3. RISK ASSESSMENT

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
1	Only CISRS carded scaffolders alter scaffold; tag it out first	Scaffold collapse or fall from scaffold Rules: Work at Height Regulations 2005	Workers, Public, People below. How: A scaffold that is badly built, overloaded or altered collapses or tips, or a worker falls from an unguarded platform.	**Very high (15) Possible / Fatal**	1.1 Scaffold is built, altered and taken down only by CISRS-carded scaffolders, to TG20 or a specific design. [Control (engineering)] 1.2 Fit guardrails, mid rails and toe boards on every working platform. [Control (engineering)] 1.3 Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it. [Control (engineering)] 1.4 Mobile towers are built by PASMA-trained workers. [Control (procedures)] 1.5 Inspect the scaffold before first use, after any change or bad weather, and at least every 7 days. Record it on the tag and register. [Control (procedures)] 1.6 Do not overload platforms. Know the duty rating and keep material stacks over the standards. [Control (procedures)] 1.7 Never remove ties, braces, guardrails or boards. Only the scaffolder alters the scaffold. [Control (procedures)] 1.8 Wear a hard hat and safety boots on and around the scaffold. [PPE]	**Medium (5) Very unlikely / Fatal**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
2	Clear other workers from the area	Falling tools and materials Public entering the work area Rules: Work at Height Regulations 2005, regulation 10 (falling objects); CDM Regulations 2015	Workers, Public, People below, Children. How: Tools, materials or debris fall from above and hit someone working or walking below. Members of the public, including children, walk into the site and are hit by plant or falling objects, or fall into holes.	**High (12) Possible / Major injury**	2.1 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Isolate] 2.2 Fit toe boards, kick plates and mesh screens on scaffolds and edges. [Control (engineering)] 2.3 Falling tools and materials: see step 4 for the full controls [Control (procedures)] 2.4 Fence off the site with secure temporary fencing and lock the gates when you leave. [Isolate] 2.5 Give pedestrians a safe, marked path around the work, with ramps for prams and wheelchairs. [Isolate] 2.6 Use hoarding, covered walkways or catch fans where work is above public areas. [Control (engineering)] 2.7 Put signs at each entry: site name, contact number and "No unauthorised entry". [Control (procedures)] 2.8 Make the site safe at the end of each day: cover holes, lower plant, remove ladders and lock tools away. [Control (procedures)] 2.9 Use a spotter when moving plant or materials across public paths. [Control (procedures)]	**Medium (8) Unlikely / Major injury**	Site supervisor
3	Make the change, keeping ties and bracing in place	Scaffold collapse or fall from scaffold Falling from height Rules: Work at Height Regulations 2005	Workers, Public, People below. How: A scaffold that is badly built, overloaded or altered collapses or tips, or a worker falls from an unguarded platform. A worker falls from any height where a fall could cause injury, such as an edge, platform or opening.	**Very high (20) Likely / Fatal**	3.1 Scaffold collapse or fall from scaffold: see step 1 for the full controls [Control (procedures)] 3.2 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Eliminate] 3.3 Install guardrails or edge protection on all open edges before work starts. [Isolate] 3.4 Falling from height: see step 4 for the full controls [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor
4	Reinstate guardrails and toe boards	Falling from height Falling tools and materials Rules: Work at Height Regulations 2005; Work at Height Regulations 2005, regulation 10 (falling objects)	Workers, People below, Public. How: A worker falls from any height where a fall could cause injury, such as an edge, platform or opening. Tools, materials or debris fall from above and hit someone working or walking below.	**Very high (20) Likely / Fatal**	4.1 Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. [Eliminate] 4.2 Install guardrails or edge protection on all open edges before work starts. [Isolate] 4.3 Use a scaffold, mobile tower or MEWP instead of working off a ladder. [Control (engineering)] 4.4 Where edge protection is not practical, use a fall restraint or fall arrest system on a rated anchor point. [Control (engineering)] 4.5 Have a rescue plan so a worker hanging in a harness can be brought down within minutes. [Control (procedures)] 4.6 Wear a full body harness with a shock-absorbing lanyard, clipped on at all times when using fall arrest. [PPE] 4.7 Barricade and sign the drop zone under overhead work so nobody walks beneath. [Isolate] 4.8 Fit toe boards, kick plates and mesh screens on scaffolds and	**Medium (8) Unlikely / Major injury**	Site supervisor

#	Activity / step	Hazards	Who might be harmed and how	Risk before	Controls	Risk after	Responsible
					edges. [Control (engineering)] 4.9 Use catch fans, debris netting or covered walkways where people pass below. [Control (engineering)] 4.10 Tether hand tools when working at height. [Control (engineering)] 4.11 Keep platforms tidy. Do not stack materials near edges or above toe board height. [Control (procedures)] 4.12 Lower materials with a hoist, chute or rope. Never throw or drop anything down. [Control (procedures)] 4.13 Wear a hard hat anywhere objects could fall. [PPE]		
5	Re-inspect and re-tag	Scaffold collapse or fall from scaffold Rules: Work at Height Regulations 2005	Workers, Public, People below. How: A scaffold that is badly built, overloaded or altered collapses or tips, or a worker falls from an unguarded platform.	**Very high (15) Possible / Fatal**	5.1 Scaffold collapse or fall from scaffold: see step 1 for the full controls [Control (procedures)]	**Medium (5) Very unlikely / Fatal**	Site supervisor

Risk key: risk = likelihood x consequence on a 5 x 5 matrix. Low, Medium, High, Very high. Work must not start while the risk after controls is high or above. Controls are listed in order of the hierarchy of control (eric-pd): Eliminate, Reduce / substitute, Isolate, Control (engineering), Control (procedures), PPE.

4. METHOD STATEMENT: SEQUENCE OF WORK

Step	What we will do	How it is done safely
1	Only CISRS carded scaffolders alter scaffold; tag it out first	Scaffold is built, altered and taken down only by CISRS-carded scaffolders, to TG20 or a specific design. Fit guardrails, mid rails and toe boards on every working platform. Use mobile scaffolds only on firm, level ground with castors locked and outriggers fitted. Never move one with anyone on it.
2	Clear other workers from the area	Barricade and sign the drop zone under overhead work so nobody walks beneath. Fit toe boards, kick plates and mesh screens on scaffolds and edges. Falling tools and materials: see step 4 for the full controls
3	Make the change, keeping ties and bracing in place	Scaffold collapse or fall from scaffold: see step 1 for the full controls Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. Install guardrails or edge protection on all open edges before work starts.
4	Reinstate guardrails and toe boards	Do the work from the ground where you can, for example pre-assemble on the ground or use extension poles. Install guardrails or edge protection on all open edges before work starts. Use a scaffold, mobile tower or MEWP instead of working off a ladder.
5	Re-inspect and re-tag	Scaffold collapse or fall from scaffold: see step 1 for the full controls

5. PPE AND PERMITS

Required PPE	Permits and plans
Safety boots Safety helmet Full body harness and lanyard Rigger gloves Hi-vis vest Safety glasses	Work at height permit

6. PLANT AND EQUIPMENT

Plant / equipment	Licence or training needed	Inspection needed	Rego / ID	Last inspected	Certificate / report
Tube and fitting or system scaffold	CISRS scaffolder card to erect, alter or dismantle	Inspected by a competent person after assembly, after anything that could affect stability (such as high winds or alteration) and at least every 7 days where a fall of 2 m or more is possible; report within 24 hours (Work at Height Regulations 2005 reg 12, Schedule 7)			
Hand tools					

7. CREW COMPETENCY, TICKETS AND LICENCES

Crew listed at sign-on below, with ticket and licence numbers.

8. EMERGENCY ARRANGEMENTS

Emergency number	999	**First aid kit**	In the work vehicle
Fire extinguisher	In the work vehicle	**Alarm and evacuation**	Shout "Fire" or "Stop" and use the site alarm. Stop work, make the area safe and go to the assembly point. Do not go back in until the supervisor says it is safe.
Reporting incidents	Report reportable incidents to HSE under RIDDOR 2013 (hse.gov.uk/riddor).		

9. SITE ARRANGEMENTS

Welfare	Toilets, drinking water, hand washing and a break area on site	**Security and access**	Work area fenced or kept locked when unattended. Tools and materials secured. Public kept out.
Environmental and waste	Waste goes in a skip or the van and is taken away by a registered waste carrier, with waste transfer notes kept (duty of care). Hazardous waste such as asbestos is kept separate and consigned correctly. Dust and noise kept to a minimum. No run-off into drains.		

10. MONITORING, REVIEW AND LEGAL BASIS

The supervisor checks the controls at the start of each shift and during the work. Stop work and review this RAMS if the work, the crew or the site conditions change, after any incident or near miss, or if the principal contractor asks.

Legal basis: Management of Health and Safety at Work Regulations 1999 and the Construction (Design and Management) Regulations 2015. Employers must assess the risks of their work and record the significant findings (required where you employ 5 or more people). On CDM projects, contractors give their RAMS to the principal contractor before starting, and brief the workers on it.

Keep this RAMS, every revision and the signed briefing register with the site file for the length of the job, and keep a copy in your records afterwards.

11. REVISION HISTORY

Rev	Date	By	What changed
1	9 Nov 2026		First issue

12. APPROVAL AND BRIEFING REGISTER

	Name	Signature	Date	
Prepared by				
Approved by				
Supervisor				
Principal contractor review				Accepted for use: Yes / No

By signing below, each person confirms this RAMS was explained to them in a site briefing, they understand it and will follow it, and they will stop work and tell the supervisor if anything changes.

Name	Role / company	Tickets / licences	Inducted	Signature	Date

Name	Role / company	Tickets / licences	Inducted	Signature	Date