

Nature of Check		Result of Check and note of action	Programme for action
1.	Use of ladders and stepladders Serious, possible fatal injuries from falling from platforms or ladders.	Work to be completed from ground level where possible. Ensure all access equipment is maintained and inspected. Authorised persons only to use this equipment. Access equipment only used on flat surface. Instruction not to use makeshift steps or access platform (chairs, tables etc.). Maximum working height not exceeded. Working at height not to be completed whilst lone working. Ensure correct angle of ladder (1m out for every 4m high) and re-position of equipment rather than overstretch. Working at height outside in wet or windy conditions prohibited.	Safe Use of Ladders information to be displayed with the access equipment.
2.	Accessing the chancel Falling down steps.	Handrails in place for support when using steps into chancel. Individuals with reduced mobility encouraged not to enter chancel. (Communion offered in seats to prevent injury from climbing steps.) Lecterns can be repositioned on ground level for individuals who cannot access the chancel.	
3.	Accessing the pulpit Falling from pulpit, falling down steps.	Handrail (once side only) in place for support when ascending & descending pulpit steps.	Consider specific Pulpit Risk Assessment.

		Use of pulpit discouraged – especially those with reduced mobility. Sensible footwear to be worn when using the pulpit. Heels discouraged. Seat available to reduce prolonged periods of standing.	
4.	Use of the stage Falling from stage, falling down steps. Improper erection causing injury.	Stage erected by competent persons. All staging tied together with appropriate hardware. Staging appropriately levelled to not cause tripping hazard. Sensible footwear to be worn when using the stage.	Add white or yellow markings indicating edge of raised area including steps.
5.	Accessing the roof Serious, possible fatal injuries from falling from ladders.	Roof accessed only for inspection and maintenance purposes. Use of flying video equipment (drone) used in first instance for roof inspection. Roof accessed only by competent persons. Roof access not permitted whilst lone working.	
6.	Accessing the tower Serious, possible fatal injuries from falling from ladders.	Equipment inspected before each use. Use of flying video equipment (drone) used in first instance for tower inspection. Tower access only by essential persons. Access to the tower not available for members of the public. Tower access not permitted whilst lone working.	Consider tower access training for individuals who require access.

Carried out by: Liam Hodgetts

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