

Ladder Use

Health and Safety General Guidance for Paid and Voluntary Staff

- Flower Rota volunteer staff are not expected to use ladders when alone in the building.
- There is a step ladder in a cupboard in the Lobby for accessing kitchen items stored at high level. Please use it and tell others about it.
- When working at height, fix the ladder at the top, or at minimum, get another person to secure it at the bottom.
- Ensure the floor surface is even.
- Do not exceed working on a ladder for more than 30 minutes.
- Engage all locking mechanisms.
- Rest the top of the ladder against strong surface (not a gutter).
- For every 4 units extended up, put the base out by 1 unit.
- Grip ladder rungs when ascending or descending.
- Do not use the top three rungs.
- Do not overstretch (keep your belt/waist within the frame of the ladder).



St Columba's

United Reformed Church, Oxford