



RISK ASSESSMENT AND METHOD STATEMENT

Concrete floor grinding, Unit 3, Canal Side Business Park, Stockport: warehouse

Hollins & Reed Floor Coatings Ltd · 12 to 14 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Floor Coatings Ltd
Site and work area	Unit 3, Canal Side Business Park, Stockport: warehouse
Planned dates	12 to 14 October 2026
Customer	Canal Side Estates Ltd
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins leads and checks the area each morning; Priya Shah works with him.
Work	Concrete floor grinding
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Seal concrete. Areas: Warehouse floor, bays 1 to 4

Working arrangement

- Access: the floor or ground.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the front car park. First aider: site manager on reception, 0161 496 0000. Ambulances come in by the main gate.

Planned method

1 Set up the work area

Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 Check the weather before you start

Stop handling sealer containers, covers and loose materials when the wind is strong enough to catch them. Stop in heavy rain, ice or lightning, and rest in the shade in hot weather.

3 Identify the product and SDS

Check the label, current safety data sheet and product method before opening the sealer. Stop if the product or its controls are unclear.

4 Carry the grinder and sealer safely

Plan the route, clear it, and carry long items upright with two people. Store materials close to the work so nobody carries further than they need to.

5 Prepare and inspect the surface

Clean the surface and remove loose material, grease and growth before sealing. Do not coat a wet or unsuitable surface.

6 Test a small area

Apply the sealer to a small agreed test area before the full application. Check the appearance and adhesion with the responsible person.

7 Apply the sealer evenly

Do not pour the sealer directly onto the surface. Apply it evenly.

8 Wash product off your skin

Wash off any product on the skin as soon as possible.

9 Keep people off until it cures

Barrier the treated surface for the product cure and hand-back period. Tell other trades when the surface can be walked on, cleaned or loaded.

10 Clean tools safely

Clean rollers, brushes and containers using the product method before the sealer dries. Collect washings and empty containers through the agreed waste route.

11 Clear and hand back the area

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the person in charge when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place	Further action
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.	None recorded.

Hazard	Who might be harmed and how	Controls in place	Further action
Wind catches the sealer containers, covers and loose materials and blows them onto people nearby Step 2	The team and people nearby	Check the forecast each morning and agree when the wind stops the work. Tie down or take in loose materials before you leave.	None recorded.
An unknown product can expose workers to solvent, skin or breathing hazards. Step 3	The sealing team and nearby people	Use the product-specific COSHH controls before opening or mixing it.	None recorded.
Back and shoulder injury from carrying heavy or long items Step 4	Everyone handling materials	Use a trolley or sack truck on the flat. Never carry up a ladder; hand items up or hoist them.	None recorded.
Poor preparation can leave a failed or slippery finish. Step 5	The sealing team and surface users	Follow the product preparation limits and confirm the surface is ready.	None recorded.
An unsuitable product can spoil the whole surface. Step 6	The sealing team and client	Do not continue if the test area fails or is rejected.	None recorded.
Uneven coating leaves weak or slippery patches. Step 7	The sealing team and nearby people	Use the product method. Keep the exclusion area in place while the surface is wet.	None recorded.
Product on the skin causes irritation or dermatitis. Step 8	The sealing team and other people nearby	Use the gloves and washing facilities required by the product information. Keep food and drink away from the work area.	None recorded.
People slip on wet sealer or damage the finish before it has cured. Step 9	The sealing team, other trades and building users	Keep the agreed exclusion area in place until the product permits use.	None recorded.
Uncontrolled product or washings expose people and contaminate the site. Step 10	The sealing team and waste handlers	Follow the product information for cleaning and disposal.	None recorded.

Hazard	Who might be harmed and how	Controls in place	Further action
Debris, tools or unfinished work left in the area Step 11	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.	None recorded.

Sources

HSE: Steps needed to manage risk

<https://www.hse.gov.uk/simple-health-safety/risk/steps-needed-to-manage-risk.htm>

HSE: Process fire risks

<https://www.hse.gov.uk/construction/safetytopics/processfire.htm>

HSE: Work at height

<https://www.hse.gov.uk/work-at-height/index.htm>

HSE HSG33: Health and safety in roof work

<https://www.hse.gov.uk/pubns/priced/hsg33.pdf>

Construction hazardous substances: Solvents

<https://www.hse.gov.uk/construction/healthrisks/hazardous-substances/solvents.htm>

Chemical safety data sheets

<https://www.hse.gov.uk/coshh/basics/assessment.htm>

HSE: Manual handling in construction

<https://www.hse.gov.uk/construction/healthrisks/physical-ill-health-risks/manual-handling.htm>

Sika® Path & Patio Sealer

<https://gbr.sika.com/en/distribution/landscaping/sealing-protecting/sika-path-patio-sealer.html>