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RISK ASSESSMENT AND METHOD STATEMENT

Lintels, Rear extension, 22 Hawthorn Road, Stockport

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

Job details

Company	Hollins & Reed Building Ltd
Site and work area	Rear extension, 22 Hawthorn Road, Stockport
Planned dates	12 to 14 October 2026
Customer	Northgate Homes Ltd
In charge on site	Dan Hollins
Team	Two bricklayers: Dan Hollins leads and sets the props; Priya Shah works with him.
Work	Lintels
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Fit a lintel. Areas: Rear wall: new 1.8 m opening

Working arrangement

- Access: a podium.
- Working height: opening about 2.1 m, lintel bearing at about 2.3 m.
- Ground or floor: level, concrete slab.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: Rear extension, 22 Hawthorn Road, Stockport. Dan Hollins calls 999 and meets the ambulance.

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 lintel and opening**
Confirm the lintel matches the manufacturer schedule and the opening before moving it. Check the bearing details before bringing it to the opening.

3 **Find and isolate hidden services**
Find cables and pipes before you disturb anything: drawings, then a detector. Mark what you find. Not sure what is there? Turn the supply off, or do not start. Have cables and gas isolated by the right person and prove them dead before you start.

4 **Check the weather before you start**
Do not lift or fix lintels and loose materials in strong wind. Stop in heavy rain, ice or lightning.

5 **Stop things falling on people below**
Keep people out of the area below the work so nobody walks under the lintels, masonry and tools. Keep toe boards and guards in place on any platform, and lanyard tools where you can.

6 **Set up access equipment**
Use access equipment suited to the task and work area. Check the equipment before use. Keep the area below the work controlled.

7 **Carry the lintels safely**
Plan the route, clear it, and get help with anything long or heavy. Store materials close to the work so nobody carries further than they need to.

8 **Keep the dust down when you cut out**
Cut brick, block or concrete with water on the blade or on-tool extraction, never dry in the open. Wear an FFP3 mask that has been face-fitted to you while you cut or chase.

9 **Set up temporary support**
Install the agreed temporary support before disturbing the opening or transferring any load.

10 **Prepare the bearing points**
Clear and check the bearing points and route before bringing the lintel to the opening. Keep hands out of pinch points while the lintel is moved.

11 **Place the lintel gently**
Move the lintel into its stated position without shock loading or sideways loading.

12 **Keep support until the load can transfer**
Keep temporary support in place until the agreed build sequence says the lintel can take the load. Do not remove support because the lintel looks settled.

13 Clear and hand back the area

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
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.
Wrong lintel failing or being forced into position Step 2	Installers and people below	Stop if the schedule, opening or bearing details do not match.
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 3	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.
Wind catches the lintels and loose materials or blows someone off balance at height Step 4	The team and people below	Agree a wind limit for this work and check the forecast before you start. Tie down or take in loose materials before you leave.
Lintels, masonry and tools falling onto people below Step 5	People below	Bring waste down by hand or in bags. Never throw it. Keep the exclusion zone up until the last item is down.
Falling from the access equipment; tools or materials falling from the platform Step 6	The person on the platform, if it is set up on an unsuitable surface and shifts under them. Anyone passing or working underneath.	Place access equipment on a firm, level surface. Keep tools and materials secure while working above ground.
Back and shoulder injury from carrying heavy or long items Step 7	Everyone handling materials	Use a trolley or sack truck on the flat where the load suits one. Where the work is up a level, hand items up or hoist them. Never carry them up a ladder.

Hazard	Who might be harmed and how	Controls in place
Silica dust from cutting brick, block or concrete scarring the lungs Step 8	The person cutting and anyone nearby	Cut in one spot away from other trades and keep people out of the dust. Collect any slurry while it is wet. Clear any dry dust with an H or M Class vacuum, not a brush.
Collapse or falling material during load transfer Step 9	Installers and people nearby	Follow the support plan. Stop if the support is not suitable or stable.
Struck-by injury or unstable bearing Step 10	Installers and people nearby	Keep the route clear and use the planned handling method.
Lintel damage, dropped load or trapped hands Step 11	Installers and people below	Use the planned handling method and keep people out of the drop zone.
Premature collapse after installation Step 12	Installers and people below	Record the point at which support may be removed.
Debris, tools or unfinished work left in the area Step 13	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.