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RISK ASSESSMENT AND METHOD STATEMENT

Stonework, Hill Farm Barn, Bollington: front garden boundary

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

Job details

Company	Hollins & Reed Stonework Ltd
Site and work area	Hill Farm Barn, Bollington: front garden boundary
Planned dates	12 to 14 October 2026
Customer	Mr and Mrs Ashworth
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins leads and checks the area each morning; Priya Shah works with him.
Work	Stonework
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Build mortared stonework. Areas: Front boundary wall facing the lane

Working arrangement

- Access: the floor or ground.
- Dust control when cutting: Water on the blade.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous air horn; assemble on the drive. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the farm gate on the lane. 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 stone and mortar**
Confirm the specified stone and mortar before setting out the wall or facing. Stop if the material information is missing or unclear.

3 **Check the weather before you start**
Stop handling stone panels and walling when the wind is strong enough to catch them. Stop in heavy rain, ice or lightning.

4 **Carry the stone and worktops 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.

5 **Control the dust when cutting**
Never cut dry in the open. Wear an APF 20 mask (FFP3 or P3) when you cut: fit tested and clean-shaven. Keep other people out of the dust.

6 **Wet cutting**
This job is wet cutting: keep water on and collect the slurry.

7 **Use the grinder or disc cutter safely**
Check the disc is the right type and speed for the tool and the material. Keep the guard on and both hands on the tool. Wear impact-rated eye protection.

8 **Limit noise and vibration**
Wear ear defenders when cutting. Note how long each person's hands are on each tool while it runs. Take the tool's vibration figure from the maker or HSE's table and check it fits how you use it. Points per hour times hours on the trigger, added up for the day, gives the exposure: 100 points is the action value, 400 is the limit. HSE's vibration calculator does the sum. Over 100, cut it with lower-vibration kit or less time, and never pass 400. Write the result down. Sharing the work does not replace this. Keep the tools maintained.

9 **Lay and point the stone**
Lay the stone in the agreed bond and mortar sequence. Keep unfinished work stable as it rises and protect fresh mortar.

10 **Clean down with wet methods**
Clean dust and mortar residue with wet methods before leaving the area. Keep slurry out of drains and use 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 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.
Failure, rework or unstable stonework from the wrong system Step 2	Stoneworkers and people nearby	Use the agreed material information and laying details. Do not substitute stone or mortar without approval.
Wind catches the stone panels and walling and blows them onto people nearby Step 3	The team and people nearby	Check the forecast before you start and agree when the wind stops the work. Tie down or take in loose materials before you leave.
Back and shoulder injury from carrying heavy or long items Step 4	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.
Silica and board dust from power cutting damage the lungs Step 5	The person cutting and anyone downwind	Use the kit that fits the tool. Cut in one place, away from other trades. Collect any slurry while it is wet. Clear any dry dust with an H or M Class vacuum, not a brush.
Silica dust if the water stops, and slipping on slurry Step 6	The person cutting and anyone nearby	Stop cutting if the water stops.
A disc bursts or the tool kicks back and cuts the user Step 7	The person cutting	Only someone trained to change discs fits them. Stop and swap any cracked or worn disc.
Hearing damage and hand-arm vibration from power tools Step 8	The person cutting	Use sharp blades and discs, which cut faster with less vibration. Warn people nearby before you start cutting.
Falling stone, collapse or cement contact Step 9	Stoneworkers and people nearby	Keep unfinished work stable. Use the specified gloves and eye protection.

Hazard	Who might be harmed and how	Controls in place
Dust exposure, slips or contaminated run-off Step 10	Stoneworkers, cleaners and people nearby	Clean promptly and keep the route clear. Collect slurry and debris rather than washing it into drains.
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.