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RISK ASSESSMENT AND METHOD STATEMENT

Strip and reroof, 22 Hawthorn Road, Stockport: whole roof

Hollins & Reed Roofing Ltd · 12 to 16 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Roofing Ltd
Site and work area	22 Hawthorn Road, Stockport: whole roof
Planned dates	12 to 16 October 2026
Customer	Northgate Homes Ltd
In charge on site	Dan Hollins
Team	Three roofers: Dan Hollins leads; Priya Shah and Sam Okoro strip and re-cover.
Work	Strip and reroof
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Strip the whole roof. Areas: Whole pitched roof, about 110 square metres

Working arrangement

- Access: a scaffold.
- Working height: eaves about 5.5 m, ridge about 8 m.
- Ground or floor: level paved drive; scaffold to eaves with a roof ladder above.
- 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: 22 Hawthorn Road, Stockport. Dan Hollins calls 999 and meets the ambulance. Agree how you get someone down from the work platform, and who does it. Do not rely on the fire service alone.

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 **Plan the strip in sections**
Write down the layers being removed, the order and the points where the team will stop and check. Brief who holds each piece, where it goes and how the area below stays protected.

3 **Check for asbestos before you disturb anything**
Check the asbestos survey covers exactly what you will disturb, to the full depth. Register only, or nothing: get a refurbishment survey or a sample first. Read what it says about the old roof covering, underlay and insulation. No survey, or a material you do not recognise: stop and get it checked.

4 **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.

5 **Check the weather before you start**
Do not lift or fix roof coverings and temporary sheeting in strong wind. Stop in heavy rain, ice or lightning.

6 **Check the roof build-up before opening it**
Confirm the covering, underlay, battens and supports match the information for the job. Stop if the layer or support is different from what was expected.

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

8 **Work from the scaffold**
Check the scaffold tag or handover shows an inspection within the last 7 days. Use only the lifts and access that were handed over. Keep materials within the loading the scaffold was built for. Keep off in high wind or ice, or when sheeting has come loose.

9 **Use the hoist**
Check the hoist's thorough examination report is in date and it can take the weight. Keep people out from underneath while a load is up.

10 **Protect the area below**
Close and segregate the area below, or put the planned temporary protection in place before stripping. Keep the protection in place until the section is closed and the waste is down.

11 Strip one roof section at a time
Work in the agreed sequence and keep the remaining roof supported while each section is opened. Remove loose pieces before moving to the next section.

12 Weatherproof each open section
Re-cover the section the same day or fix the planned temporary sheeting before leaving it. Check the cover is secure and will not let rain into the building.

13 Take off lead flashings with lead controls
Handle old lead flashings in gloves and disposable overalls. Wash your hands and face before eating, drinking or smoking.

14 Lower and stack stripped materials
Lower tiles, slates, battens and waste by the agreed route; never throw them from the roof. Stack reusable material safely and keep waste clear of edges and access routes.

15 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.
An unplanned strip destabilises the roof or exposes people to uncontrolled debris Step 2	Roofers, other trades and the public	Use a written method from a competent person. Stop if the roof build-up differs from the method.
Breathing asbestos fibres from old boards, sheets, sealants or insulation Step 3	The team and anyone in the building	Do not cut, drill or break any material until it is confirmed asbestos free. Licensed work is not for this method; hand it to a licensed contractor.
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 4	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.

Hazard	Who might be harmed and how	Controls in place
Wind catches the roof coverings and temporary sheeting or blows someone off balance at height Step 5	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.
An unexpected layer or weak support fails when the roof is opened Step 6	Roofers and people below	Check a small area before committing to the strip. Do not alter the structure as part of this method.
Roof coverings, tools and waste falling onto people below Step 7	People below	Bring waste down by hand, in bags or by the chute. Never throw it. Keep the exclusion zone up until the last item is down.
Falling from a scaffold that has been altered; materials falling from the scaffold Step 8	Anyone working on the lift, where a guardrail, board or tie has been taken out to get the work done. Anyone passing or working underneath, including the public where the scaffold is over a footpath.	Never remove boards, ties, guardrails or bracing; ask the scaffolding contractor to alter it. Report damage or a missing tag and keep off until it is checked. Fit brick guards or netting where materials could fall on people below.
A load falls from the hoist onto someone below Step 9	People below the hoist	Secure the roof materials before the lift. One person controls the lift and everyone can hear them.
Debris, water or tools enter the area below the open roof Step 10	People in the building and people below	Keep people out of the drop area. Stop if the protection below is missing or damaged.
Loose roof materials fall or the remaining roof becomes unstable Step 11	Roofers and people below	Keep the edge protection and exclusion area in place. Do not leave loose tiles, slates or battens at the roof edge.
Rain enters the building or wind lifts temporary sheeting Step 12	Roofers and building occupants	Check the forecast before opening the roof. Stop if the temporary cover cannot be fixed securely.

Hazard	Who might be harmed and how	Controls in place
Swallowing lead from dust on hands and clothing Step 13	The roofers handling the flashings	Keep food and drink away from the work. Take the overalls off before going to the van.
Roof waste falls or heavy materials cause injury during handling Step 14	Roofers, labourers and people below	Use the planned lifting aid and exclusion zone. Keep the route clear before each load moves.
Debris, tools or unfinished work left in the area Step 15	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.