



RISK ASSESSMENT AND METHOD STATEMENT

Tiling, 9 Elm Grove, Stockport: kitchen

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

Job details

Company	Hollins & Reed Tiling Ltd
Site and work area	9 Elm Grove, Stockport: kitchen
Planned dates	12 to 14 October 2026
Customer	Mrs Okafor
In charge on site	Dan Hollins
Team	Two tilers: Dan Hollins leads and sets out; Priya Shah cuts and fixes.
Work	Tiling
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Lay tile. Areas: Kitchen floor, about 18 square metres

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 background and set-out

Check the background is accepted for the tile and fixing system. Mark movement joints, edges and service openings before spreading adhesive.

3 Carry the materials 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.

4 Check adhesive and grout information

Read the product label and safety data sheet before mixing or spreading. Set out the gloves, eye protection and washing water the product requires.

5 Fix, grout and protect the tiles

Spread only a workable area, bed and align the tiles, and keep movement joints open. Grout after the specified set and protect the surface until the system permits use.

6 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.
Tiles detach or crack because the background or joint detail is not suitable Step 2	Tilers and people below or near the work	Stop at a weak, moving or unconfirmed background. Keep wet-area waterproofing outside this operation unless it has been accepted.	None recorded.
Back and shoulder injury from carrying heavy or long items Step 3	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.
Skin, eye or breathing exposure to adhesive, grout, primer or cement dust Step 4	Tilers and people in the room	Use the selected product controls, not controls copied from another tub. Keep people who do not need to be there away from mixing and spreading.	None recorded.
Tiles fall or move, and people slip on or damage uncured adhesive and grout Step 5	Tilers and people using the area	Keep the work area separated while adhesive or grout is wet. Tell the next trade the restrictions for walking, loading and cleaning.	None recorded.

Hazard	Who might be harmed and how	Controls in place	Further action
Debris, tools or unfinished work left in the area Step 6	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>

Dust

<https://www.hse.gov.uk/construction/faq-dust.htm>

HSE: Manual handling in construction

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

Chemical safety data sheets

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