



O. Heap & Son (Derby) Limited










Risk Assessment for





Work At Height From Ladders & Steps








This risk assessment relates to all activity requiring use of ladders or stepladders.




Reference number	MD079/.2026
Assessor	Ioan Ilie
Date completed	27/04/26
Review Schedule	Annually
Review date	27/04/27
Approved date	27/04/26
Approved by	Ioan Ilie
Affected site(s)	O. Heap & Son (Derby) Limited (DE21 7AZ)





Hazards and controls










 Hazard: Defective Ladder		
Ladders not checked prior to use leading to unsafe conditions and resulting in falls or fails of ladder.		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Operators, Visitors</p> <p>Falls from any height can result in serious injuries such as broken limbs, pelvis, back and neck injuries or head injuries.</p>	<p> Defective Ladders Not To Be Used Any defective ladders are removed from use until they are repaired or replaced</p> <p> Ladder Register & Inspection Regime In Place All ladders and equipment are inspected at regular intervals and checked before use</p> <p> Ladder/Step Ladder Visually Inspected Prior To Use Ladder/Step Ladder Visually Inspected Prior To Use</p>	<p> Low Risk: 7</p> <p>Likelihood: 1/9 Severity: 7/9</p>
 Hazard: Impact/Collision With Ladder Whilst Working At Height		
Step ladders struck by moving vehicles, work equipment or people in the vicinity leading to fall from ladder or ladder toppling with person on.		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Operators, Visitors</p> <p>Falls from any height can result in serious injuries such as broken limbs, pelvis, back and neck injuries or head injuries.</p>	<p> Not To Be Used Where Vehicles May Strike Step Ladders Not to be used in areas where there are moving vehicles and mobile plant unless protected.</p> <p> Warning & Information Signage Displayed Relevant warning & information signage displayed relative to the work activity, hazard & risks</p>	<p> Low Risk: 7</p> <p>Likelihood: 1/9 Severity: 7/9</p>




 Hazard: Poor Housekeeping		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Operators, Visitors</p> <p>Risk of injury during access & egress due to poor housekeeping.</p>	<p> All Staff Trained In Good Housekeeping Techniques All staff are trained in good housekeeping techniques & the standards expected in the workplace</p> <p> Good Housekeeping Observed During The Task Good housekeeping standards observed & maintained by operatives throughout the duration of the task</p>	<p> Low Risk: 7</p> <p>Likelihood: 1/9 Severity: 7/9</p>

 Hazard: Unsecure/Unstable Ladders		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Operators, Visitors</p> <p>Risk of injury due to falling from ladders that are not secure/unstable</p>	<p> Employees Are Trained In The Use Of Ladders Employees are trained in the use of ladders</p> <p> Ladder/Step Ladder Visually Inspected Prior To Use Ladder/Step Ladder Visually Inspected Prior To Use</p> <p> Ladders are not used in extreme weather conditions Ladders are not used in extreme weather conditions due to the risk posed by winds, lightning etc.</p> <p> Ladders used on firm level surface at 4:1 ratio Ladders used on firm level surface at 4:1 ratio</p> <p> Work Is Postponed In Adverse Weather Conditions Work shall be postponed if weather conditions endanger health or safety</p>	<p> Low Risk: 7</p> <p>Likelihood: 1/9 Severity: 7/9</p>

 Hazard: Work At Height (Risk of Falling Objects)		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Operators, Visitors</p> <p>Risk of injury to those below due to falling objects whilst working at height</p>	<p> Warning & Information Signage Displayed Relevant warning & information signage displayed relative to the work activity, hazard & risks</p>	<p> Low Risk: 7</p> <p>Likelihood: 1/9 Severity: 7/9</p>

 Hazard: Work At Height (Risk Of Falling Tools)		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Operators, Visitors</p> <p>Risk of injury to those below due to falling tools whilst working at height</p>	<p> Hand Tools Carried Correctly Hand tools are carried in a shoulder bag or holster attached to a belt to stop them falling.</p> <p> Power Tools Carried Safely Power tools are carried about the workplace in their respective tool cases to prevent damage/falling</p>	<p> Low Risk: 7</p> <p>Likelihood: 1/9 Severity: 7/9</p>

 Hazard: Work at Height From A Step Ladder (max 3 metres)		
<p>Through poor working technique, unsafe practices such working from top platform or over - reaching a person may topple from the step ladder.</p>		
Who can be harmed/how?	Controls in place	Risk rating
<p>All Staff, Members of the Public, Operators, Visitors</p> <p>Falls from any height can result in serious injuries such as broken limbs, pelvis, back and neck injuries or head injuries.</p>	<p>Correct Ladder For The Job</p> <p> The correct size step ladder will be selected - so that there is at least 1m from the operators feet to the stop of the ladder.</p> <p>Ladder Training</p> <p> Only those deemed competent to use step ladders should use them. Ladder training will be carried out covering the risks and controls and how to work safely from height. Workers will follow INDG402 guidance.</p> <p>Maintain 3 Points Of Contact At All Times</p> <p> Maintain 3 points of contact at the working position. (2 feet and 1 hand). Where both hands are needed for the task then it should be 2 feet and the body that should be maintained.</p> <p>No Leaning From Ladder</p> <p> Keep navel/belt buckle area within the stiles on the ladder to prevent leaning which could lead to falls or topples from the ladder.</p> <p>Step-Ladders Not To Be Used If Medical Conditions Prevent Use</p> <p> Where person has a medical condition or is on medication which may affect them - they should not use a stepladder.</p> <p>Suitable & Sufficient External Lighting Provided</p> <p> Suitable & sufficient external lighting provided for the workplace activities</p> <p>Suitable & Sufficient Internal Lighting Provided</p> <p> Suitable & sufficient lighting provided for the workplace</p>	<p> Low Risk: 7</p> <p>Likelihood: 1/9 Severity: 7/9</p>

Who can be harmed/how?	Controls in place	Risk rating
	<p>activities</p> <p>Tie Ladders If Side Loading Cannot Be Avoided  Work such as side on drilling can induce side loading. Avoid side loading. If this cant be avoided then the ladders should be tied or an alternative access sought.</p> <p>Top Steps Must Not Be Used Unless Designed For That Purpose (e.g. with suitable Handhold/Guardrail).  Unless the ladder has been designed for that purpose with suitable handhold the top three steps (including the top work platform) will not be used to stand on.</p> <p>Work From Front Of Ladders At All Times  Avoid the need to work side on from step ladders. If this is not possible due to space restraints then the ladder should be secured.</p>	

Assessor's signature: Ioan Ilie

Approved by signature: Ioan Ilie