

SAFESTAND Ltd



SafeStand® Training Guide

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WHAT IS WORK AT HEIGHT?

It is defined as: Work in any place from which a person could fall a distance liable to cause personal injury

The Work at Height Regulations 2005, require employers and the self employed (and any person who plans how work at height is to be carried out) to consider the following hierarchy when working at height:

Plan to avoid work at height where you can.

Where you can't, make sure you use work equipment to prevent falls

Where the risk of a fall can't be eliminated, use work equipment to minimise the distance and consequences of a fall

Always consider measures that protect everyone at risk (for example platforms and guardrails) before measures that only protect the individual (for example safety harness)

SafeStand® Consists Of Eight Standard Components.



Points To Note Before Commencing

- **Ensure that you are wearing the correct personal protective equipment i.e. hardhat, safety footwear, gloves, etc.**
- **Ensure that you have sufficient equipment to provide a complete and safe working platform.**
- **Ensure that the ground is solid, level and clear of other materials.**
- **Ensure that none of the equipment is damaged prior to erecting the system.**
- **Wherever possible the components must be installed from ground level.**
- **The Safe Working Load (SWL) of each SafeStand is 1 Tonne (1000kgs)**
- **The Safe Working Load (SWL) of each SureStand is 800 kgs**
- **IF YOU ARE UNSURE ABOUT ANYTHING ASK YOUR SUPERVISOR.**

Erection Guide

Place the SafeStand® lower sections to the required line at maximum 1200mm apart ensuring they run parallel to the workface.

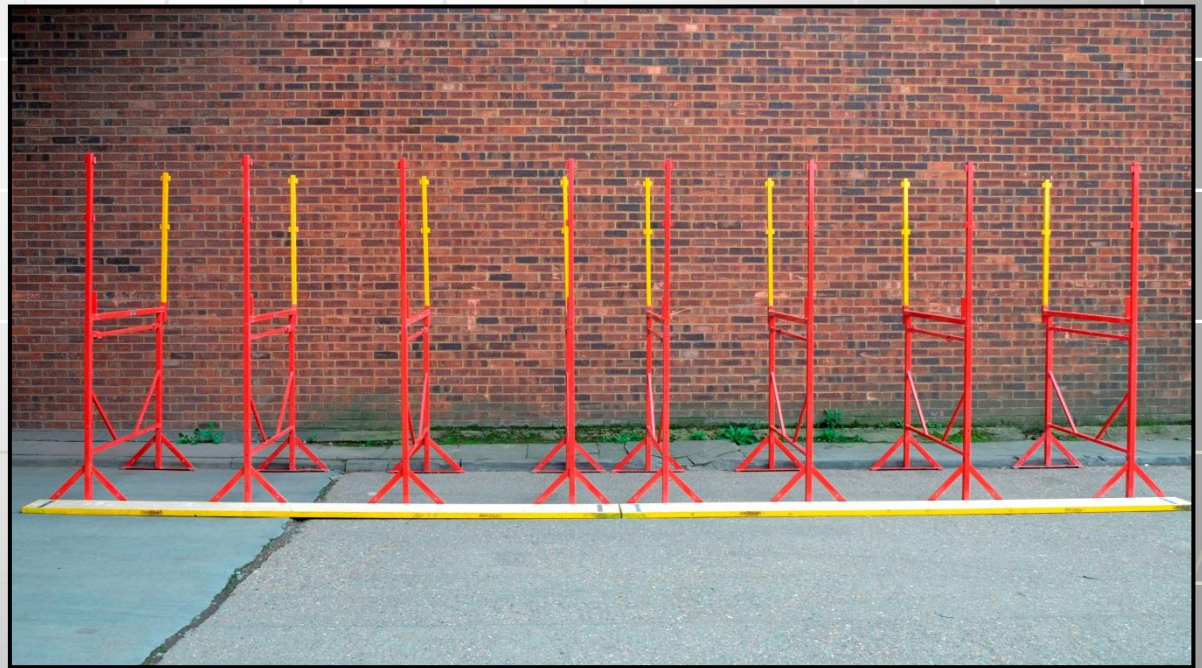
Note: you can use a guardrail to space the stands evenly.

Note: stands should butt up to each other at the end of each board length.



It also helps to lay out a length of boards on the ground to aid the positioning of the stands.

Place the SafeStand® upper into the SafeStand® lower ensuring the fixed upright is on the opposing face to the work face, e.g. opposite the new wall face.



Insert the removable front posts in the socket at the workface side.



Place the anti-flip brackets on the two end SafeStands® supporting each end of each flight of boards.

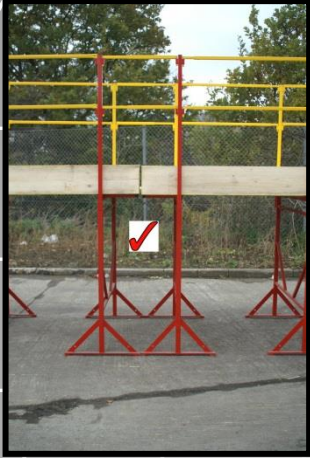
The anti-flip bracket has been specifically designed to provide support to the end of each scaffold board where it overhangs the SafeStand® Unit (approx 300mm) and butts up to the adjacent flight of boards.

WHEREVER THERE IS A JOINT IN THE BOARDED PLATFORM THE SAFESTANDS® MUST BUTT UP TO EACH OTHER AND TWO ANTI-FLIP BRACKETS; ONE TO EACH END OF THE FLIGHT OF BOARDS, MUST BE USED TO SUPPORT THE ENDS OF THE SCAFFOLD BOARDS.

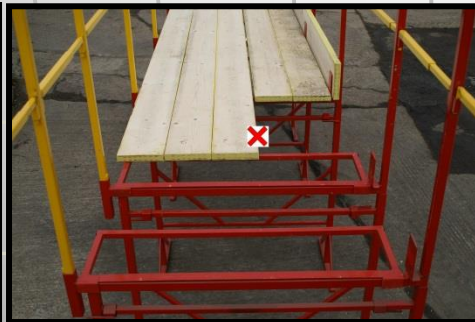


NOTE: 2 SIZES OF ANTI-FLIP BRACKETS ARE AVAILABLE; 4-BOARD AND 5-BOARD WIDE BRACKETS; DEPENDANT ON SYSTEM BEING USED.

SafeStand® Anti-Flip Brackets



- **WHEREVER THERE IS A JOINT IN THE BOARDED PLATFORM THE SAFESTANDS® MUST BUTT UP TO EACH OTHER AND TWO ANTI-FLIP BRACKETS; ONE TO EACH END OF THE FLIGHT OF BOARDS; MUST BE USED TO SUPPORT THE ENDS OF THE SCAFFOLD BOARDS.**

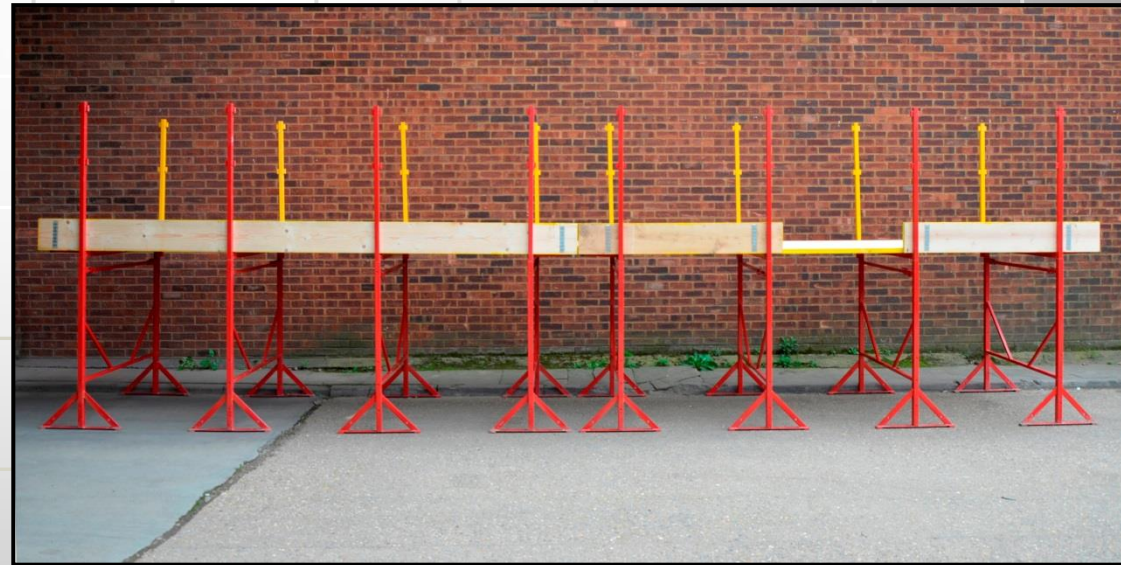


At this stage the stands should, if required be raised to the required platform level. Ensure the bearing pins are fully engaged.

When platform heights of over 1800mm are required you must add the diagonal braces; see page 35 of the training guide.



Place the scaffold boards across all SafeStands® and the anti-flip brackets. Fit the toe board into place in the brackets provided on the SafeStand®.



Place the handrails into the slots provided in the SafeStand® posts.



- Drop the ladder bracket into the upright post that you require.

Note: The ladder bracket should be fixed to a stand in the middle of a flight of boards; not to an end stand.



- Securely fix the ladder to the ladder bracket.
- Ladder angle must be set at 1 in 4 (75°).
- Main toeboard **MUST** be installed prior to using ladder.



- Place return board into toe board bracket.

NOTE: THE RETURN TOEBOARD BRACKET SHOULD ALWAYS BE PLACED ON THE INSIDE OF THE END STAND OF A PLATFORM RUN.



- Where required brick guards can be fitted as necessary.



- The SafeStand® Access Platform is now ready for use.



INSPECTIONS

Prior to each use the SafeStand® platform must be inspected by a suitably trained person.

The Inspection Should Encompass Some Key Elements, Such As:

- Ground Conditions – Solid, level base required capable of taking the required loadings.
- Stands spaced up to a maximum of 1200mm apart
- No damage to any of the components including boards, ladders, etc.
- Bearing pins fully engaged
- Double guardrails in place
- No gaps in the boards
- Anti-Flip Brackets supporting board ends
- Toeboards secured in place
- Ladder/Staircase secured in place
- Ladder/Staircase set at mid span of flight of boards
- Ladders set at an angle of 75° or 1:4
- Maintain 3-points of contact, such as two hands and one foot, or two feet and one hand, when climbing or descending.

Dismantling Guide.



Remove all materials and tools from the platform, including any brickguards fixed to the SafeStand® system.



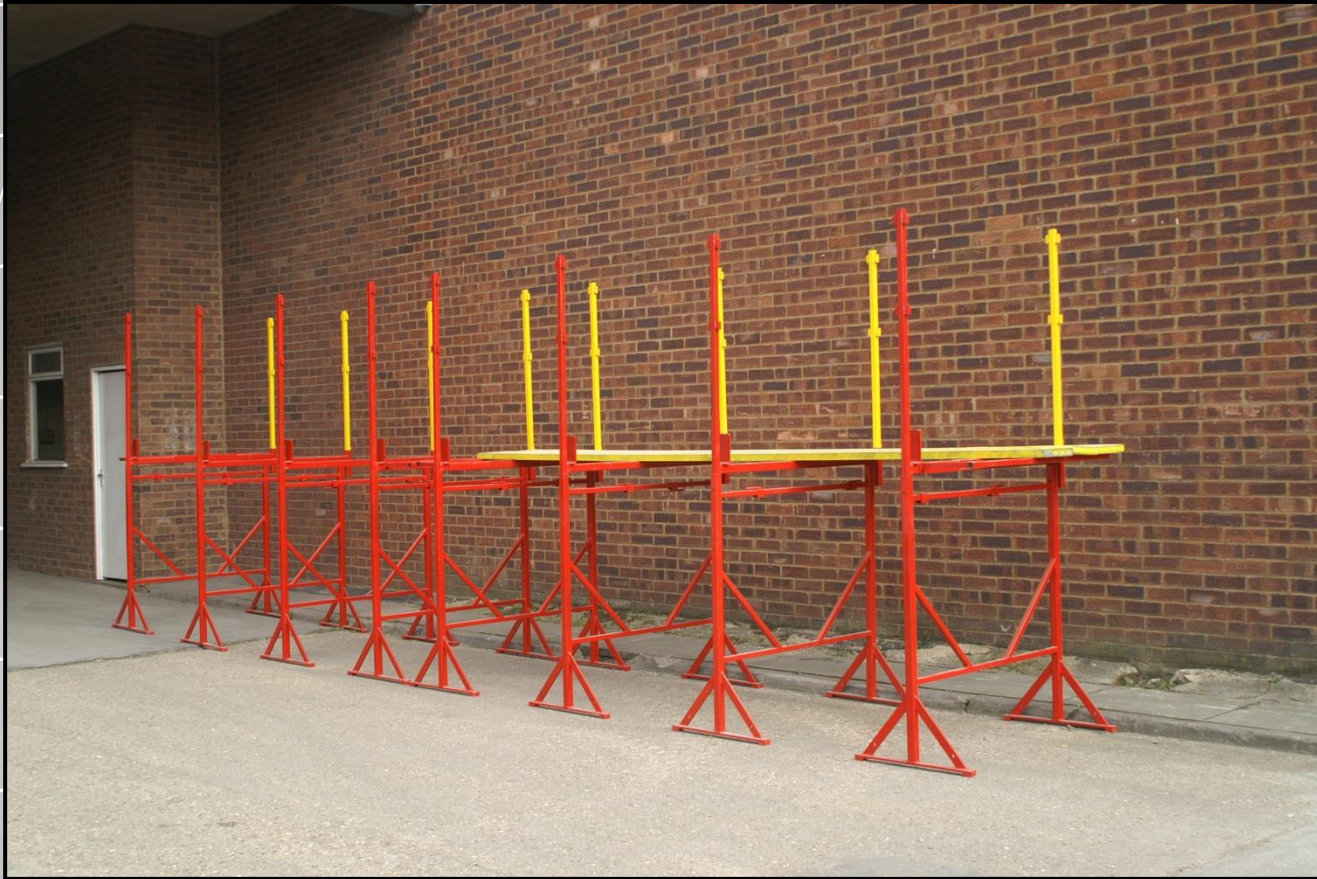
Remove toe boards and toe board return brackets.



Untie the ladder and remove the guardrails.



Remove ladder bracket and place in storage.



Remove the scaffold boards and then, if fitted, remove the diagonal braces.



Take off the anti flip brackets and the removable front posts before removing the SafeStand® uppers from the SafeStand® lowers.

Ensure all materials are stored neatly in the designated storage area ready for next use.

SafeStand® consists of eight standard components.



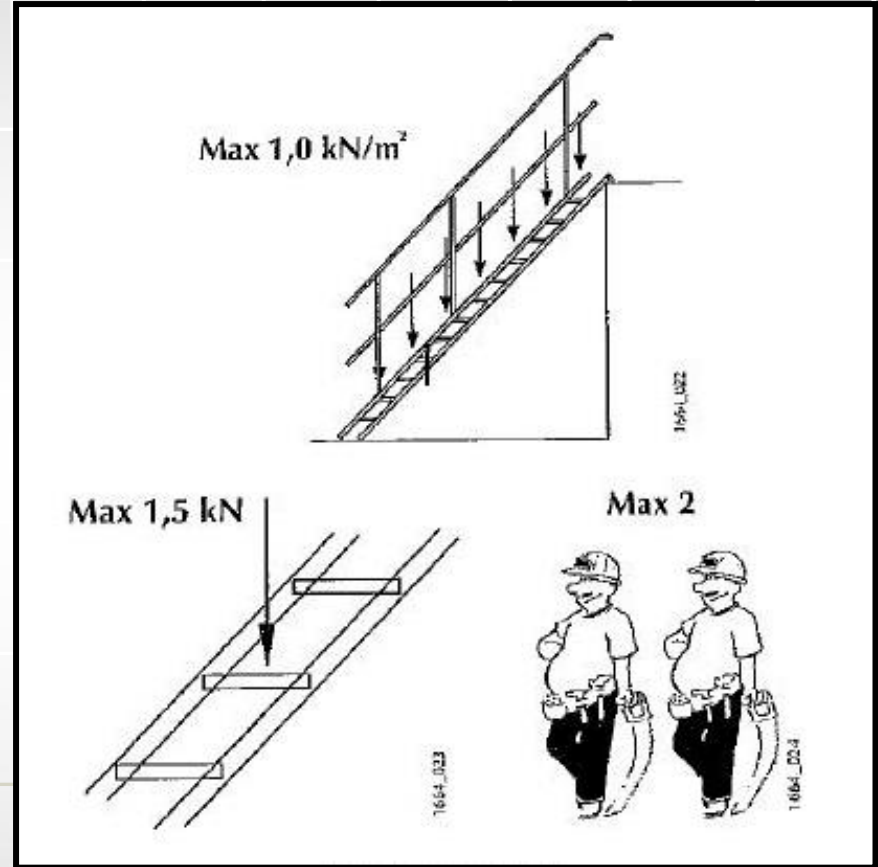
SafeStand® Gate



The SafeStand® Gate uses the same principal as the SafeStand® Ladder Bracket whereby the gate locating pin is secured by inserting it into the opening at the top of the SafeStand® fixed upright. It is gravity hinged and fails shut. The access point/gate should always be positioned at the midspan of board length.

SafeStand® Staircase

■ Component Parts



- **Safe working Load:**
1.5 kN per step (150kg)
Maximum two persons may use staircase at the same time.

In Use

- All steps are flexibly attached to the four load-carrying side rails. To prevent the stairway treads from tipping forward or backward when one goes up or down the steps, there is a locking latch that should be secured prior to use. The latch rod, which is attached to the side rails, is secured by ensuring that the bevelled lip to the ring nut is engaged in the correct hole in the latch rod. **Important!**
- When collapsing the stairway, or if adjusting the inclination, the ring nut should be loosened off and disengaged from the positioning hole in the latch rod.



SafeStand® Staircase Assembly

- REFER TO THE SAFESTAND® TRAINING GUIDE TO ERECT THE WORK PLATFORM
- TWO PERSONS ARE REQUIRED TO ERECT THE SAFESTAND® STAIRCASE

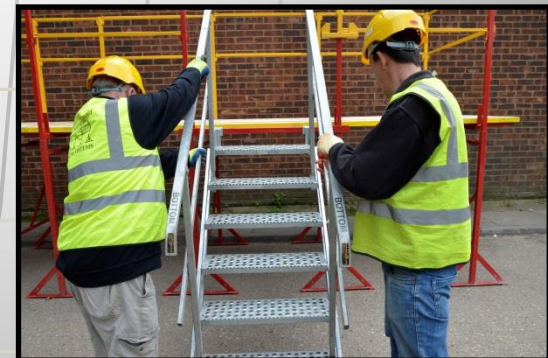
- **Install Staircase Rest Bar**
This should be installed between the Toeboard receptors on two stands with hooks facing down as shown. The flat plate at each end must be on the outside of the stand. Note: the staircase position should be located midspan of a flight of boards.



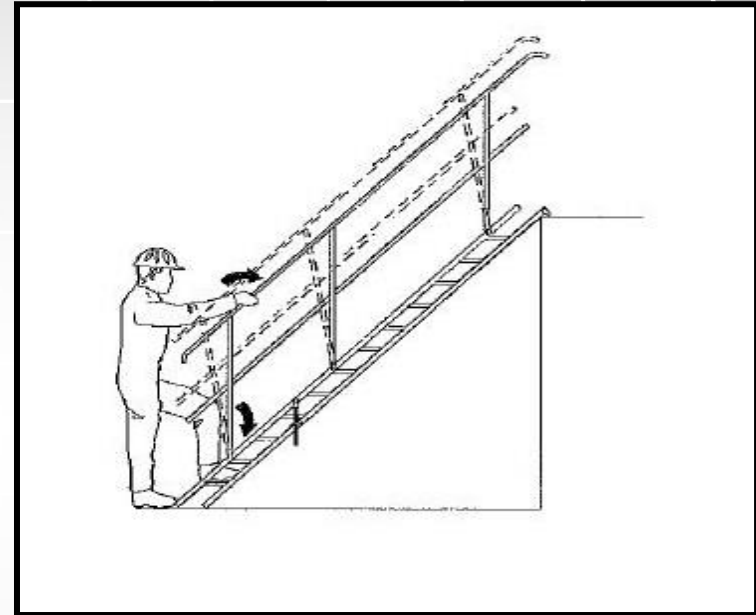
- **The SafeStand® Staircase will be delivered in its collapsed format (closed). Two operatives are required to lift the staircase into position (after opening up) and engage the hook bracket at the top of the staircase over the Staircase Rest Bar. NOTE: care should be taken to ensure fingers do not get trapped between the side rails.**



- **Install Staircase Handrails to each side of staircase. Each handrail is labelled "Top" or "Bottom" to ensure correct orientation of the handrails. Make sure that the handrail posts are fully engaged into the sockets on the steps.**



- **Stand on the lowest step and push the handrails forwards or backwards so that the staircase steps are adjusted to the level position.**



Extending the stairway by using the handrail

- **The locking latch must be secured prior to use. The latch rod, which is attached to the side rails, is secured by ensuring that the bevelled lip to the ring nut is engaged in the correct hole in the latch rod. Important!**



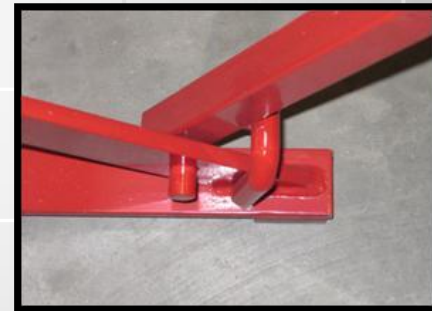
The SafeStand® Staircase is now ready for use.

PLATFORM HEIGHTS ABOVE 1800mm

Added stability is provided to platform heights over 1800mm by utilising the SafeStand® diagonal brace, fitted as shown below. Braces **MUST** be installed before fitting or removing the scaffold boards.

The SafeStand® that has the ladder bracket fixed to it must be braced from high level to low level at the adjacent stand, bracing against the direction of the ladder loading (see photo below).

NOTE: BRACES ARE ORIENTATED IN OPPOSITE DIRECTIONS TO EACH OTHER ON OPPOSING FACES, SEE PHOTO. WITH A 4M BOARD LENGTH THEY ARE USED IN ALTERNATING BAYS i.e. EVERY 2ND BAY IS BRACED (SEE BELOW). WITH SHORTER BOARD LENGTHS, EG 3M, EACH BAY IS BRACED.



1200 SafeStand® System With Platform Heights above 1800mm

When erecting the 1200 SafeStand® system at heights above 1800mm it is necessary to utilise SafeStand® Diagonal Braces.

The Sequence of erection in this scenario is slightly different:

1. Set out the SafeStand® Lower.
2. Insert the SafeStand® Uppers.
3. Add the removable front posts, the anti-flip brackets and a top guardrail across the width of each stand (see SafeStand® Advanced Guardrail Technique, page 38).
4. Raise each SafeStand® to the required level and ensure the bearing pins are fully engaged.
5. Fit the diagonal braces, two braces per bay.
6. Place the scaffold boards to create the platform.



All elements of this photo should be erected from ground level



7. If using ladders, place the ladder against the working platform and access the platform ensuring the ladder is adequately footed. If using a staircase, fit the staircase now.
8. As soon as you are on the platform create a safe working zone utilising the SafeStand Advanced Guardrail Technique (see page 38); then whilst still in the "safe zone" commence installation of the remaining guardrails ALWAYS working from inside the "safe zone".
9. Place front toeboards and the return toeboards in position.
10. If using ladders, tie the ladder to the ladder bracket ensuring that it is at the correct angle (1:4 or 75°). This should be carried out from within the guardrails.



11. If required fit brickguards to the working platform.

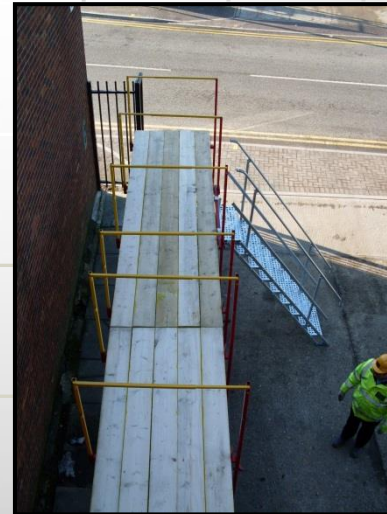
SafeStand® Advanced Guardrail

- This method/sequence described below is to ensure that the erector is fully protected whilst installing the guardrails on an elevated working platform i.e. when the guardrails cannot be installed from ground level (Normally platform heights over 1340mm)
- **NOTE: Prior to commencing, make sure that all the plastic caps have been removed from the SafeStand® Post and Front Post.**



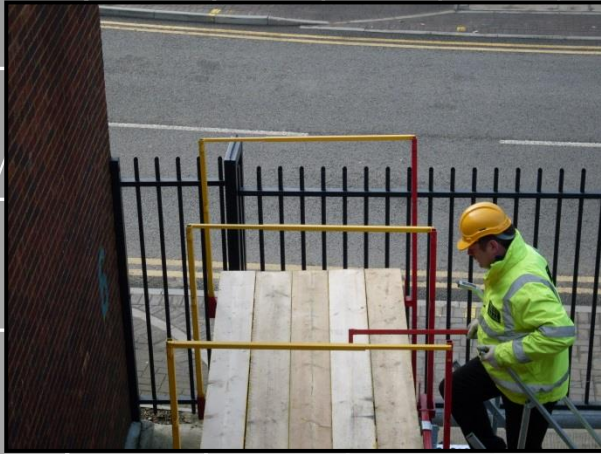
STEP

- **Before elevating the SafeStand®, ensure that the uppermost guardrail is installed in the correct locating lugs as shown and then elevate each stand to the required height as normal practice:**



- **Ensure all boards at platform level and staircase are installed from ground level as the SafeStand® Training Guide:**

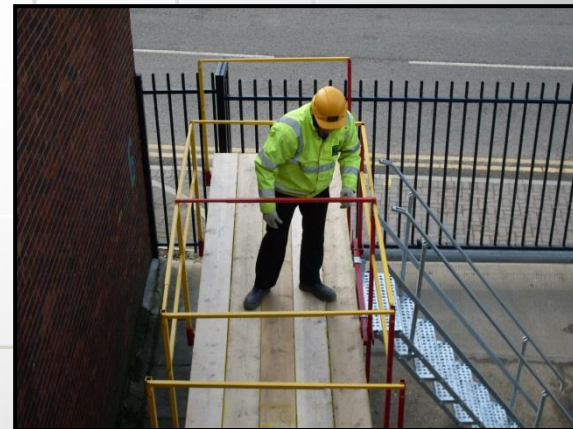
- **Access the platform via the staircase and install a guardrail diagonally across the stands with the pin in the open ends of the vertical posts:**



- **Step onto the platform and install a guardrail across the stair opening:**
- **From within the "Triangle" that you have formed, install the upper and lower guardrails to the working and back faces of the platform:**



- The “diagonal” guardrail should now be removed and installed across the width of the platform with the pins into the open tops of the vertical steels, this effectively gives you a double guardrail at this moment in time:

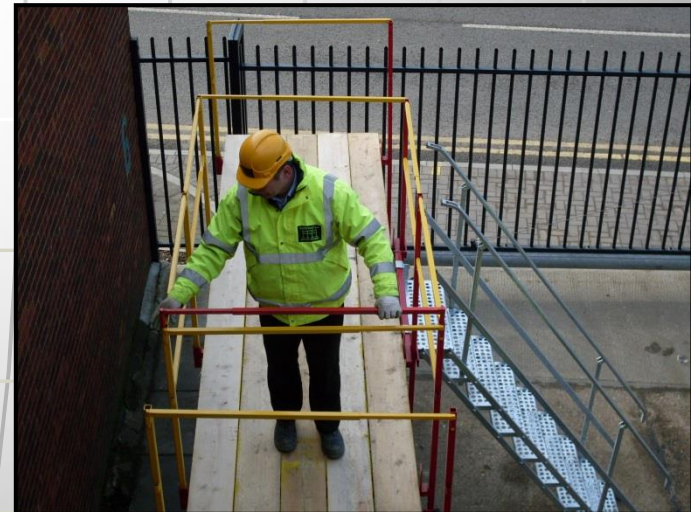


- The outer of the two guardrails, ie the guardrail that was installed prior to raising the platform to the required height, can now be removed and again the upper and lower guardrails to the working and back faces of the platform can now be installed:

- The “Advanced Guardrail” can now be moved forward to the next bay and the previous step is repeated:



- These steps are repeated continuously until the whole platform is fully guarded; the toeboards can now be installed.



SureStand®

The only difference between SafeStand® and SureStand® is the Safe Working Load (SWL).

- **SURESTAND® HAS A SAFE WORKING LOAD OF 800KG PER STAND.**
- **SureStand® is erected and dismantled in exactly the same way as SafeStand®**



NOTE: SURESTAND® HAS A SAFE WORKING LOAD OF 800KG PER STAND

CHECKSHEET

SafeStand® Erection & Inspection Checksheet

Location Of Access System:

TO BE COMPLETED BY A SUITABLY TRAINED PERSON
BEFORE BEING TAKEN INTO USE FOR THE FIRST TIME.

CHECKLIST

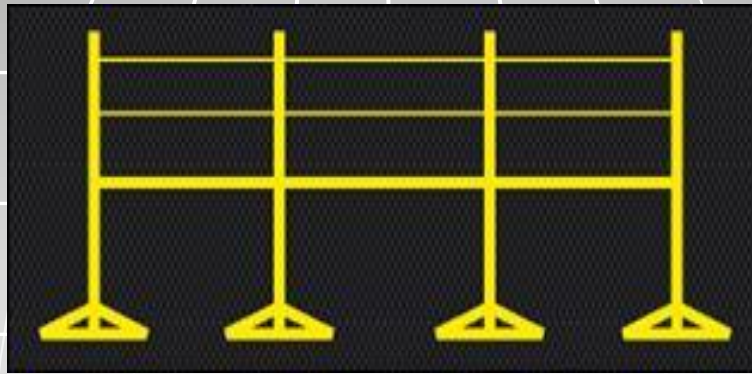
Solid, firm & level base.		Platform level	
Stands max. 1.2m centres		No gaps in boards	
No damage to equipment		Anti-flip brackets at board ends	
Bearing pins engaged		Toe boards secured in place.	
Front posts secure		Ladder secured in place	
Double guardrail in place		Ladder set near mid span	
No damage to boards		Ladder set at 75° on bracket	

DATE		TIME	
INSPECTED BY (PRINT NAME)		SIGNED	

REGULAR INSPECTIONS (BEFORE USE)

DATE	TIME	INITIAL	DATE	TIME	INITIAL

SafeStand Ltd
0208 795 3579



SafeStand® Limited

Unit 6 Fourth Way
Wembley
Middlesex
HA9 0LH

Tel: 020 8795 3579

E-mail: office@safestand.co.uk

www.safestand.co.uk

■ UK Patent Nos. GB2421050, GB2420822, GB 2415225, GB2421538, GB2539663,

■ EP(GB)1660738, EP(GB) 1700973

■ GB2605607

■ UK Patent Application Nos. GB2313034.7, GB2314273.0

■ Ireland: EP(IE)1700973, EP(IE)1660738, IE84695

■ USA: 8794381

■ Registered Designs : EU-000229349-0001, GB-9000229349-0001, EU-000312145-0003/4/5, GB-9000312145-0003/4/5, GB-6128826

■ Registered Trademarks : EU-003872611, GB-00903872611, GB-2352394, EU-005128871, GB-UK00905128871