



## **SkyVac External Gutter Cleaning Risk Assessment**

Location: Various client premises

Date: 18/8/25

Persons affected: Spotless staff, client and/or client staff, members of the public

Risk Assessment carried out by Peter Hill

Signature:

A handwritten signature in black ink, appearing to read "Peter Hill", written in a cursive style.

### **Emergency contact details**

In the event of an emergency contact the office on 01283 599219. If you do not receive a response call Peter Hill on 07725 349613 immediately. If Peter is not available call Lisa Hill on 07498753530.

Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Slps, trips and falls: Injury from falling.</p>	<p>Erect caution signs as required. Where this isn't appropriate or feasible, warn customers and colleagues that the area could be slippery.</p> <p>Keep the area tidy, remove any unused tools, waste, or trailing cable from the area to minimise the risk. Move plug for machines to nearest power outlet whilst moving through the building.</p> <p>Mop up any spillages, leaks or surplus fluids immediately.</p> <p>Staff should only wear suitable footwear with good grip and no heels.</p> <p>Ensure that all access and exit routes are kept clean and tidy. Keep all fire escapes free from obstruction.</p>	1	3	3
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Manual Handling: Manual handling poles Push fit poles -weigh approximately 330g per pole - up to 8 poles (approx. 3kg total including head total). 50mm Elite Clamp poles - weigh around 285g per pole again up to 8 poles – approx. 2.5kg total including head) Musculo skeletal injuries from handling long poles (lifting pole from horizontal to vertical) as well as risk of pole being dropped onto persons or vehicles near by</p>	<p>Operatives trained the correct way to assemble the poles.</p> <p>Stand up poles in line against wall (depending upon type of pole (push fit or clamped – ensure clamps open to minimise handling whilst poles being extended), start with top pole with head and fit each pole from below the one above. Fit until desired length required – note will be used at approx. 45-degree angle unless restricted room where 180-degree head can be used then nearer vertical.</p> <p>Poles inspected prior to use</p> <p>Poles carried in suitable holdall carrier for easy carrying to location.</p> <p>Ramps provided for loading and unloading of large and/or heavy equipment.</p>	1	3	3

Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Workplace Transport Employees, visitors or contractors could be seriously injured or even death from contact between themselves and moving / reversing vehicles	<p>Agree parking for vans prior to arrival – preferably as close to area required to be worked on prior to visit.</p> <p>Agree time of operations to minimise disruption /risk from passing vehicles.</p> <p>Warning signage and cordon off area to be worked on.</p> <p>Wear high visibility clothing (vest/coat).</p> <p>Use agreed pedestrian routes as advised by the client.</p>	1	4	4
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Power tools/equipment:</p> <p>Electrocution or other physical injury from moving parts of powered equipment.</p>	<p>All equipment must comply with Provision and Use of Work Equipment Regulations 1992.</p> <p>All employees must have received instruction in the safe use and operation of the equipment they are proposing to use.</p> <p>Eye protection must be worn at all times where there is a risk of flying parts, dust or fragments.</p> <p>All equipment must be regularly inspected and maintained in good condition.</p> <p>Staff must check for damaged equipment before each use; plugs, cable, fittings, switches etc. Any damage should be reported to supervisor immediately and the equipment not used.</p>	2	4	8
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Hand Tools:	<p>Ensure all tools are in good condition, no loose or damaged parts</p> <p>Ensure correct tool used/provided for each task.</p>	2	3	6
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)

<p>Lone working:</p> <p>Added risk of not having support or first aid assistance in the even of an accident or injury.</p>	<p>Identify the potential risk of injury to lone workers and then provide the necessary supervisory measures appropriate for the particular job.</p> <p>Periodic telephone contact with lone workers. Ensure lone workers text/call family/friend/colleague on arrival and departure of a job. Also during the course of longer jobs. Plan this in advance with said contact so they are expecting contact and raise an alert if they don't receive it.</p> <p>Operators to carry a fully charged mobile phone about their person during lone working.</p> <p>Operators to lock themselves in the building during cleaning to ensure strangers cannot enter the building without authorisation.</p> <p>Operators instructed not to undertake any high risk or potentially unsafe activities when lone working. As an example no working at height, no unusually heavy lifting. Operators should not attempt to take apart or perform maintenance on equipment when working alone.</p>	1	4	4
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Ill health or contraction of conditions through exposure to bio hazards</p>	<p>Possible contact with bio hazards during carpet cleaning due to stains caused by blood, vomit, faeces, urine etc. Avoid possible contact by checking with customers before tackling stains in each property. Always wear goggles, gloves and a mask when tackling such stains. This applies to stains from animals as well as humans.</p>	1	4	4
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Welfare</p>	<p>Depending on length of time on site - washroom facilities to be made available by the client</p>	3	1	3
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Lighting</p> <p>Poor lighting leading to slips and trips, damage and workplace transport incidents leading to security issues and serious injury to employees and others</p>	<p>Operations only to be carried out in daylight.</p>	1	3	3

Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Working near overhead Power lines connected to buildings Sometimes, work needs to be carried out near uninsulated low-voltage overhead wires, or near wires covered with a material that does not provide effective insulation, connected to a building. Examples are window cleaning, external / short-term construction work / cleaning of roofs.</p> <p>Operatives – electrocution (electrical burns, death, either from direct contact with overhead line and pole or from arcing from overhead power line to pole</p>	<p>Confirm location of any overhead power lines with client prior to work commencing – or undertake a visit to site to ascertain. Consider new and existing installations of lighting for internal high level cleaning - check with client that installations are in working, safe order with an electrical installation certificate.</p> <p>Alternatively, client to arrange for overhead power line to be disconnected or rerouted prior to work (client to liaise with supplier and have it confirmed in writing and confirmed on the day been isolated) – Operatives to check in writing prior to work starting that written confirmation received the overhead line has been isolated.</p> <p>People, plant and materials still need to be kept away from the lines – agree with client access – any areas that cannot be safely cleaned. Ensure when carrying poles that as far as practicable they are not carried upright when going under overhead power lines.</p> <p>No work to be undertaken near overhead power lines in wet conditions.</p> <p>Operatives receive training on working near overhead power lines (TBT).</p>	2	5	10
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Ligthing Poor lighting leading to slips and trips, damage and workplace transport incidents leading to security issues and serious injury to employees and others</p>	<p>Operations only to be carried out in daylight.</p>	1	3	3
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)

Hand Arm Vibration Vibration white finger etc. from operation of handheld powered equipment	Minimal vibration exposure from use of vacuum – any exposure will be below 2.5m/s <sup>2</sup> .	1	3	3
<b>Hazard/consequences</b>	<b>Control Procedures</b>	<b>Likelihood (A)</b>	<b>Severity (B)</b>	<b>Risk Ranking (A x B)</b>
Asbestos Employees exposed to asbestos containing material leading to serious health conditions or death	No work is undertaken on asbestos materials (roof). (note any broken asbestos could be vacuumed up).  Asbestos register to be obtained /reviewed prior to work being undertaken. This will be communicated to employees of findings of asbestos survey.  Should asbestos be identified on the structure being cleaned then operatives to stop work and report to client and inform their manager.	1	4	4
<b>Hazard/consequences</b>	<b>Control Procedures</b>	<b>Likelihood (A)</b>	<b>Severity (B)</b>	<b>Risk Ranking (A x B)</b>
New & Expectant Mothers New and expectant mothers may be at higher risk during their work activities leading to serious injury, health conditions to the individual and unborn child	Female staff are instructed they must inform the organisation should they become pregnant.  A separate risk assessment will be completed for any female staff who inform organisation that they are expecting (pregnant) and will be reviewed regularly as the pregnancy progresses. Suitable controls will be introduced as required – refer to individual assessment – if applicable.	1	4	4
<b>Hazard/consequences</b>	<b>Control Procedures</b>	<b>Likelihood (A)</b>	<b>Severity (B)</b>	<b>Risk Ranking (A x B)</b>
Vulnerable Workers Vulnerable workers may be at higher risk of injury or ill health due to current health conditions, return to work after illness/injury or other	No staff currently employed would be considered to be vulnerable workers			

Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Falling Objects Injury from losing control of poles or from dislodging materials from the gutters/ roof.	Ensure area being worked on is cordoned off and sign displayed (work in progress – do not enter for example).  Staff to wear safety glasses to reduce risk from dirt falling into eyes and hard hats to prevent injury from falling debris.	1	3	3

Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Adverse Weather Conditions Slips trips and falls, increased risk of losing control of extended poles.	Weather forecasts will be checked daily  Telescopic poles will not be used in high winds (above 30mph)  Telescopic poles will not be used when there's a risk of lightning storm. Staff instructed to stop working if there is a lightning storm present.  Staff are provided with appropriate clothing conversant with the weather conditions (e.g. cold weather clothing / waterproofs etc.  Operatives will not work shirtless.  Appropriate head cover will be provided and worn by operatives in hot sunny weather.	1	3	3

Likelihood		Severity		Priority	
1	Highly Unlikely	1	Trivial	1	Urgent action - (Risk no 15 - 25)
2	Unlikely	2	Minor Injury	2	High priority - (Risk no 10 - 12)
3	Possible	3	Over 3 day injury	3	Medium Priority - (Risk no 5 - 9)
4	Probable	4	Major injury	4	Low Priority - (Risk no 2 - 4)
5	Certain	5	Incapacity or Death	5	Very Low Priority - no action required (Risk no 1)