[Company name]

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue [field] until no blue remains. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

Roofer scaffolding checklist

Pre-use scaffold checks for roofing work - confirm it is safe before anyone climbs.

Site address: _____

Date: _____

Checked by: _____

Checks

[ ] Scaffold erected by a competent person and tagged as safe to use Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Base plates and sole boards on firm, level ground Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Standards vertical, ledgers level, transoms correctly spaced Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Guardrails and mid-rails fitted on all open edges Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Toe boards fitted to prevent materials falling Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Access ladder secured, extends 1m above the landing platform Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Ties to the building in place at the required intervals Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Boards free from splits, warping or excessive gaps Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] No unauthorised alterations since the last inspection Yes **[ ]** No **[ ]** N/A **[ ]**

[ ] Weekly inspection recorded - tag in date Yes **[ ]** No **[ ]** N/A **[ ]**

Actions required [List any issues found and what was done]

Sign-off

Checked by: _____ **Signature:** _____ **Date:** _____