[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. Add or remove table rows to fit your needs. 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	[Full site address]
Date	[Date]
Checked by	[Name]

Checks

Check	Yes	No	N/A
Scaffold erected by a competent person and tagged as safe to use	☐	☐	☐
Base plates and sole boards on firm, level ground	☐	☐	☐
Standards vertical, ledgers level, transoms correctly spaced	☐	☐	☐
Guardrails and mid-rails fitted on all open edges	☐	☐	☐
Toe boards fitted to prevent materials falling	☐	☐	☐
Access ladder secured, extends 1m above the landing platform	☐	☐	☐
Ties to the building in place at the required intervals	☐	☐	☐
Boards free from splits, warping or excessive gaps	☐	☐	☐
No unauthorised alterations since the last inspection	☐	☐	☐
Weekly inspection recorded - tag in date	☐	☐	☐

Actions required

[List any issues found and what was done]

[Company name]

Sign-off

Checked by	Signature	Date