

**safety platforms ltd**

15 Years of improving site safety



# **STAIRSAFE TRAINING PACK**

***Call 01924 420820***

# INTRODUCTION

This Stairsafe user guide is designed to provide you with step by step instructions to ensure your system is erected with the maximum of ease and safety.

Before assembly, please read this guide.

If the system is passed on to another person they should also receive these instructions.



# SAFETY & PREPARATION

Check that all components are available and are functioning correctly.

Stairsafe is designed to provide safe and easy access above staircases.

Do not use the system on stairs where it is not suitable or for other purposes it is not designed for.

Inspect the equipment before use to ensure it is not damaged, or failing to function properly. Ensure you are using the correct PPE equipment.



# DURING USE

Beware of excessive horizontal forces that could force the system to move or overturn.

Prior to use, stand back and look at the equipment. Ensure it is erected properly, is stable and suitable for the task.

## Note

If in doubt about anything, consult your line manager, safety advisor or Safety Platforms Ltd

Due to the very simple assembly procedure there are no onerous training requirements. Users can be trained in a matter of a few minutes via a simple toolbox type talk or by viewing our online training video.

Due to its very simple design training can be in the form of a simple toolbox talk, meaning no expensive training, no having to pay operatives for training and travel and disrupting work on site, saving money and man hours.

Training support and training packs are available from Safety Platforms Ltd.



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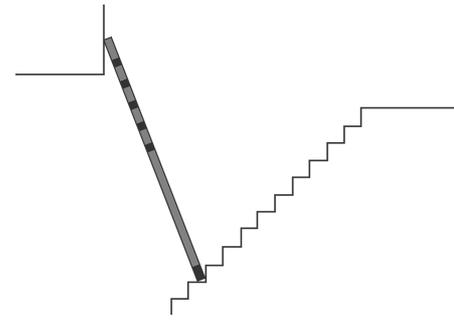
# INSTALLATION

## 1. Positioning of Ladder Frame

Position the ladder frame on the staircase and lean it against the adjacent wall at a suitable incline.

Use the adjustable legs to ensure the frame is vertical in elevation i.e. parallel to any side walls.

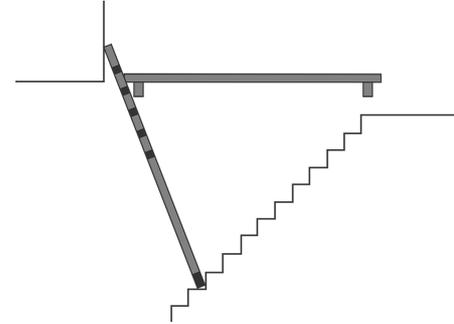
Ensure the feet are away from the edge of the steps.



## 2. Placing of the Platform

Place one end of the deck on the rung that is at the desired working height.

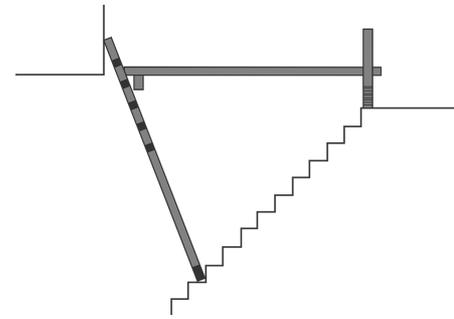
The opposite end of the platform can either sit directly on the floor or can receive adjustable legs to provide additional height or deal with turned steps.



## 3. Inserting Adjustable Legs

Two adjustable legs should be inserted in the tubular sockets at the corners of the platform.

Use the legs to ensure the platform is level and there is no rocking corner to corner, i.e. the platform should be securely supported in all four corners.

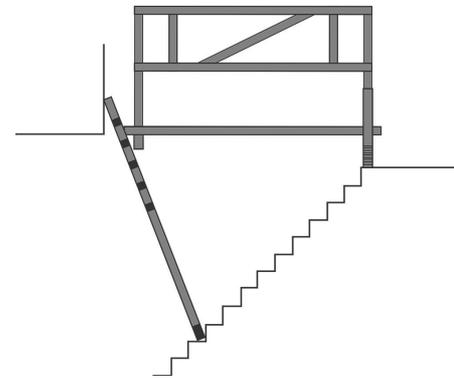


## 4. Inspection

Prior to use stand back and look at the equipment. Ensure it is properly erected, is stable and suitable for the task. Where a guardrail to the edge of the platform is not required or bracing is not desired the platform can now be used.

## 5. Edge Protection

Where there is a risk of falling off the platform, it is necessary to install edge protection. Place a guardrail post (with the spigot) into the socket on the far end of the platform. Simply click the; guardrail frame into position with the top rail above the retaining ring on the post.



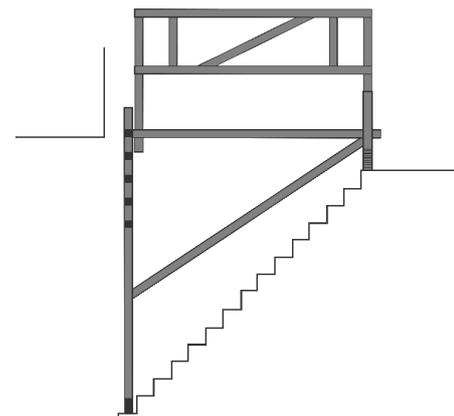
## 6. Optional Bracing

Where it is desired to distance the support frame away from the supporting wall it is necessary to introduce braces.

Use the wing nut threaded fitting to connect one end of the brace to the tube in which the adjustable leg is inserted.

Adjust the structure so the ladder frame becomes vertical and securely fix the brace fitting to the vertical tube of the ladder frame. Repeat this process to fix the second brace down the other side of the structure.

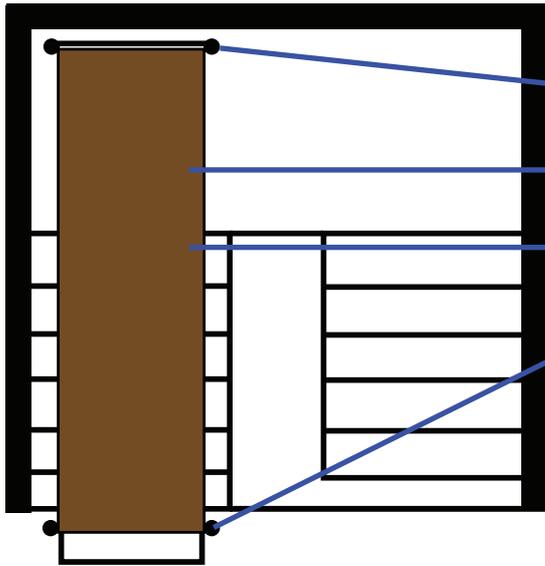
Note: Double check all four brace connections to ensure they are securely fixed to the tubes and that the wing nuts are tight.



## 7. Re-inspect the Platform as Step 4

# STAIRSAFE KITEWINDER LAYOUTS

## Typical square kitewinder with full open side



Ladder Frame

Trapdoor

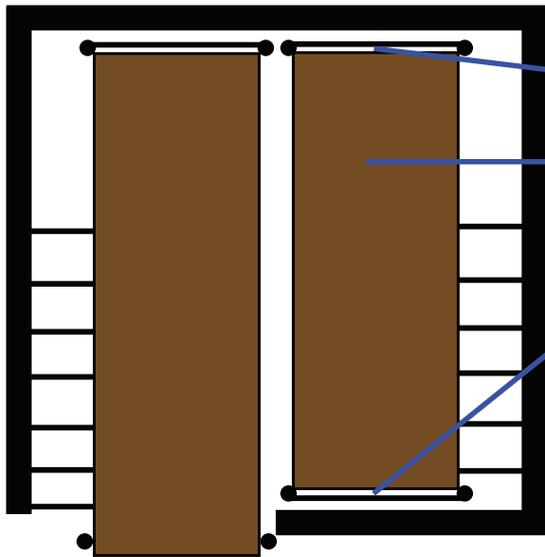
Guardrail

Adjustable Legs

Option A: Platform in one side of stairwell then moved to second side

Option B: Position two systems side by side

## Typical square kitewinder with partially closed side:



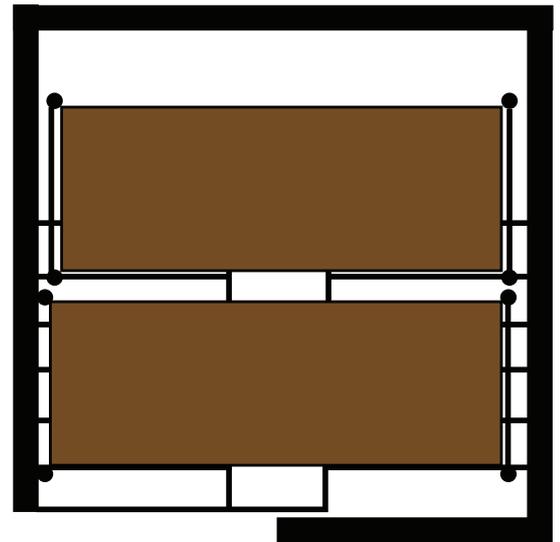
Frame

Platform

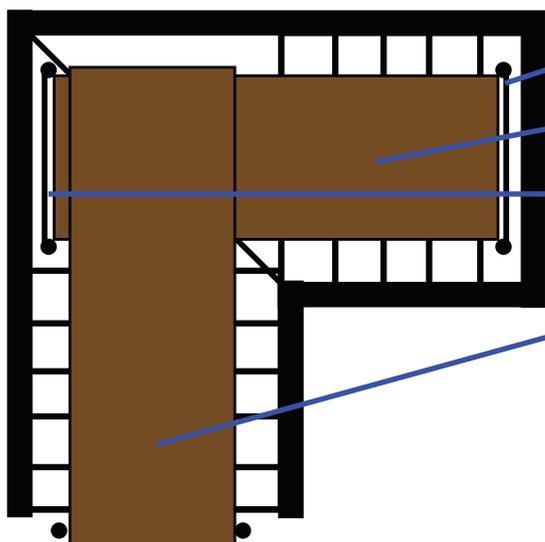
Frame

Option A

Option B



## Typical "L" shaped kitewinder:



Frame

Platform

Frame (of half height frame)

Lapped Platform

Note: Plan layouts are indicative layouts only and should be read in conjunction with Stairsafe user guide.

Note: Ensure stairsafe guardrails are used where there is a risk of falls

Note: Ensure systems are suitable and stable for the work being carried out - If in doubt ask

# STAIRSAFE INSPECTION CHECKLIST

## Introduction

Stairsafe is a strong lightweight access platform system for providing easy and safe access within stairwells. It is manufactured from robust aluminium components and weatherproof plywood if looked after it will last many years without maintenance or repair.

## Correct Components

Firstly check to ensure you have all the necessary components to assemble the system, these are usually the following items:

- Ladder Frame complete with two adjustable legs inside the bottom of the frame.
- Platform (ensure it is the correct length for the stairwell it is to be used on)
- 2no additional adjustable legs.
- Optional guardrail (post with spigot, post without spigot, guardrail frame).
- Optional pair of braces (if system is to be used freestanding).

## Visual Inspection

Prior to each new use a visual inspection should look for the following:

- Tubular frames -
- Are they straight and free of bends & twists?
- Are there any significant dents - larger than a 50 pence piece?
- Are the welds intact - free of any cracks

## Adjustable legs

- Are they free of plaster & cement?
- Does the collar turn freely?

## Platform

- Is plywood in good condition and free from saw cuts?
- Is the aluminium framework in good condition (straight tube, dents or cracks)?
- Are the hinges securely fixed to the plywood?
- Hooks at each corner of platform - are they complete, free from cracks?

## Guardrail & Braces

- Check tubes, claws and fittings in same manner as above

## 6 monthly or annual inspection

It is good practice to carry out a formal recorded inspection on a six monthly annual inspection.

## IMPORTANT NOTE:

If any components are damaged make sure they are set aside in secure storage where they cannot be used

## Storage

When not in use all components should be stored in a safe area to prevent trip hazards, damage or loss of components.