

Construction Skills Certification Scheme

Candidate Pack for the Programme – Scaffolding Advanced

Please read this document carefully. Further information and clarification may be obtained from the CSCS Unit phone 01 5332500

Guidance Notes for Candidates

The following documents are also attached:

- Part 1 – Application Details
- Part 2 – Endorsement of Operating Competence
- Part 3 -- On- the - Job / Key Task Training Log sheets
- Part 4 – Practical Test Criteria

Aim of Programme

The CSCS scaffolding Advanced training and assessment programme enables trained construction advanced scaffolders to gain recognition for their achievements by the way of certification, and provide an opportunity for participants to demonstrate their skills, knowledge and competence associated with scaffolding Advanced operations, which provides suitable certification.

Candidate Profile

Candidates for this programme must:

1. Have at least **twelve months full time experience** within the last 2 years operating as a trainee Advanced Scaffolder in the construction industry in accordance with the 5th Schedule – of the Safety, Health and Welfare at Work (Construction) Regulations 2013 – S.I. No. 291 of 2013.
2. Possess a current and valid 'Safe Pass' card
3. Possess a current and valid CSCS Basic Scaffolder 's registration card
4. Be at least 18 years of age
5. Possess confirmation of manual handling training appropriate to scaffolding tasks
6. Possess signed, dated and stamped key task training log sheets
7. The ability to cope physically and mentally with working at heights
8. Complete a Health and Fitness declaration

Note: The above items must be verified by the current or previous employer
(Part 2 of this pack)

Application Requirements

1. Sections A, B and C of Part 1 need to be completed by the applicant with Part 2 completed by the employer.
2. Approved Training organisations must send the Candidate Pack to the Employer / Candidate for completion prior to submitting and attending the course.

3. Section C must list at least twelve months full time experience operating as a trainee Advanced Scaffolder
4. **Part 1** Application Details and **Part 2** Endorsement of Operating Competence, Part 3 – On- the - Job / Key Task Training Log sheets must be fully and accurately completed and submitted to the chosen Approved Training Organisation at least **two working days** prior to attending the Ten-day training and assessment programme. Failure to do so will result in the candidate being unable to complete the programme.

Candidates must bring with them on the initial day:-

a) Proof of identity eg. Passport / Driving licence, b) current passport sized photograph, c) current and valid Safe Pass card, d) current and valid CSCS basic scaffold skills card, e) possess confirmation of appropriate manual handling training, f) possess appropriate documentation identifying the person as a trainee advanced scaffold erector, g) safety helmet, safety boots, reflective 'hi-viz' jacket or vest, certified safety harness and lanyard, gloves, glasses and scaffolder's hand tools and belt. All personal protective equipment brought on the course must have a CE marking and conform to the requirements of the applicable EC directives.

Programme Content

Induction

Registration and induction will be undertaken at the start of day one. Candidates **must** present their proof of identity, Safe Pass card, proof of manual handling training appropriate to scaffolding tasks and recent passport photograph to the assessor, and Parts 2, 3 must be already submitted to the Approved Training Organisation at least 2 working days in advance of the course.

Training Session

Candidates will undertake 6 days of training followed by a theory test and 3 practical assessments and with the course instructor.

Training Overview

1. Apply positive attitudes and practices towards health and safety on site
2. Identify hazards associated with the erection and dismantling of tube and fitting scaffolding
3. The inspection and selection of components used in advanced scaffolding
4. The correct insertion and positioning of scaffolding components for a variety of scaffolding tasks
5. The interpretation of scaffolding drawings
6. Quantifying materials and components required for tube and fitting scaffolding tasks
7. The correct use of ropes and knots when setting up and securing ladders and loads
8. How weather conditions can affect the stability of advanced scaffolding structures

Please note that the course instructor has the right to refuse the candidate access to the test if they display dangerous practices that contravene any part of the Safety, Health and Welfare at Work Regulations.

Theory Test

On completion of the training session, candidates are allowed one hour to undertake a short answer 26 question test paper. Questions will be based on the following:

1. Legislation and regulations
2. Employer and employee responsibilities
3. Safe working practices
4. Tube and fitting scaffolding components and functions
5. Pre-use selection and inspections of scaffolding components
6. Setting out scaffold and ensuring stability of scaffold
7. Correct fitting of guard rails, toe-boards, braces, ladder beams and ladders
8. Erection and tying of an independent, cantilever and drop scaffold
9. Proximity hazards and the effects of weather
10. Dismantling and stacking scaffold components

The questions will be based on what was covered during the training session.

To be successful on the theory test, candidates must achieve a minimum of 70% of the total available marks. Candidates who achieve a minimum of 85% will be awarded a credit. Candidates that have not been successful in the theory test are not permitted to attempt the practical test.

Practical Test

1. On the practical test P1 the candidates will erect and dismantle an Independent tied access scaffold with loading bay, ladder access and protective fan.
2. On practical test P2 the candidates will erect and dismantle a Cantilever Access Scaffold from a Class 6 Loading bay.
3. On practical test P3 the candidates will erect and dismantle a Drop Scaffold from a Class 6 Loading bay.

The tasks to be undertaken, equipment required and a sample grading sheet is contained in Part 4 of this pack – Practical Test criteria. Part 4 of this pack details the equipment and resources needed for the test and the tasks the candidate will be expected to carry out.

The grading sheet is divided into essential and desirable items. To succeed, the candidate must achieve all essential items. Each practical test has a set maximum time that all tasks must be completed within.

Feedback and Certification

If a candidate meets the required standard, the Approved Training Organisation will send the relevant assessment documentation to SOLAS for registration and for forwarding to QQI requesting certification. The SOLAS CSCS card is printed and posted to the Approved Training Organisation for distribution. A QQI certificate will only be awarded if the candidate successfully passes the programme.

Candidates who achieve a credit in the theory test **and** practical test will be awarded an overall credit.

Candidates who are referred will receive written feedback from the assessor, and may be advised to undertake further training and/or site experience.

A candidate that is successful in the theory but not in the practical part of the test may re attempt just the practical test after 5 days has elapsed.

This concession may only occur if the candidate returns to the same approved training organisation within **nine** months. If they choose to go to a different organisation, they may have to do both the practical and theory parts again.

Renewal of Registration Cards

It is the responsibility of the card holder to ensure that the card registration is valid and renewed within the appropriate allowed time.

Card holders are required to submit an application to the CSCS/QSCS Support Unit to renew their CSCS/QSCS Registration before the original card expires.

Cancellation of Certificates and Cards

Where it is discovered or brought to the attention of SOLAS that the information provided by the candidate was incorrect or the programme was not delivered in accordance with SOLAS specifications the certification and registration card may be withdrawn and the relevant authorities notified.

Assessment Requirements

Should a candidate have any particular assessment requirements for example a need for a translator or reader/writer or any other form of special needs, the candidate must notify the Approved Training Organisation at least 5 working days in advance of the programme so that the appropriate assistance can be sourced.

Information regarding a candidate's particular requirements will be treated with the strictest confidence by the Approved Training Organisation.

REMINDER

Candidates must bring with them on the day:

1. **Proof of identity**
2. **Current Passport sized photograph**
3. **Current and valid 'Safe Pass' registration card**
4. **Current and valid CSCS Basic Scaffolder's registration card**
5. **Possess confirmation of manual handling training appropriate to scaffolding tasks**
6. **Possess signed, dated and stamped key task training log sheets (pages 9-15)**
7. **Possess appropriate documentation identifying the person as a trainee advanced scaffold erector**
8. **All necessary scaffolder's hand tools and belt**

The following Personal Protective Equipment must have a CE marking and conform to the requirements of the applicable EC directives.

- **Safety helmet, safety boots, reflective 'hi-viz' jacket and vest, certified safety harness and lanyard, gloves and glasses.**

Further information and clarification may be obtained from the SOLAS CSCS Unit Office or phone 01 5332500

PARTICIPANT DATA PROTECTION NOTICE

1. PERSONAL DATA COLLECTED AND OBTAINED

This Data Protection Notice ("**Notice**") sets out the basis on which SOLAS ("**SOLAS**", "**we**", "**our**" or "**us**") of Block 1, Castleforbes House, Castleforbes Road, Dublin 1 will use the personal details ("Personal Data") you will provide when completing the participant application form (the "**Form**") to be registered as a CSCS/QSCS cardholder. This Notice also details how SOLAS will process your Personal Data for the purpose of assessing your Form and, if successful, issuing your CSCS/QSCS card to you ("**Card**"). The Personal Data we obtain from you will be held by SOLAS as a controller.

SOLAS will collect and process the Personal Data that you provide in the Form (e.g. name, contact details, PPSN, address, photograph, occupation and employer details.).

IMPORTANT: where you provide Personal Data about other individuals (eg your existing/previous employer or endorsers), you agree that you are responsible for ensuring that such individuals know their Personal Data will be used by SOLAS accordance with this Notice.

2. HOW AND WHY WE PROCESS YOUR PERSONAL DATA

This section details how ("**legal basis**") and why ("**purposes**") we process your Personal Data:

Legal basis: it is necessary to process your Personal Data to enter into and perform our contract with you including for the following purposes: (a) to process your Form; (b) to issue you with a Card; (c) to verify your Card on an ongoing basis; (d) to renew your Card where you ask us to do so; and (e) to respond to you when we receive any correspondence from you. **IMPORTANT:** If you do not provide us with your Personal Data so that we can process it for the above purposes, we will not be able to assess or process your Form, issue you with or renew your Card and/or communicate with you as necessary in relation to your Form and/or your Card.

Legal basis: it is also necessary to process your Personal Data for the purpose of complying with legal obligations to which we are subject including to fulfil our statutory functions.

3. DISCLOSURE OF YOUR PERSONAL DATA

We may disclose some or all of your Personal Data to the following parties: SOLAS business units, SOLAS agents or service providers including CSCS/QSCS trainers, your existing or potential employers, government and state authorities including in particular the Construction Industry Federation (CIF), Credit Card Systems Ireland Ltd and Quality and Qualifications Ireland. We may also disclose your Personal Data to third parties if we are under a legal duty to disclose or share your Personal Data in order to comply with any legal or regulatory obligation or request or to perform a public function.

4. KEEPING YOUR PERSONAL DATA

We will keep your Personal Data for the period for which your Card is valid and/or renewed and for a period of 7.5 years from when your Card expires and/or is not renewed. In some cases, we will need to retain your Personal Data for longer periods for compliance with legal obligations imposed on us or where we are a party to legal proceedings with you, and to ensure you a continued client service. Such Personal Data will be securely retained in line with the SOLAS records retention and disposal Procedure.

5. YOUR RIGHTS

This subsection sets out the rights which you have to address any concerns or queries with us about our processing of your Personal Data:

Right	Further Information
Right to be Informed	<ul style="list-style-type: none"> You have the right to know whether your Personal Data are being

	processed by us, how we use your Personal Data and your rights in relation to your Personal Data. We comply with this by way of this Notice.
Right of Access	<ul style="list-style-type: none"> You have the right to request a copy of the Personal Data held by us about you. We will only charge you for making such an access request where we feel your request is unjustified or excessive.
Right to Rectification	<ul style="list-style-type: none"> You have the right to request that we amend any inaccurate Personal Data that we have about you.
Right to Erasure	<ul style="list-style-type: none"> You have the right to ask us to erase your Personal Data where: <ol style="list-style-type: none"> it is no longer necessary to perform your contract with us; you object to the processing and we have no overriding legitimate grounds; your Personal Data has been unlawfully processed; or it must be erased to comply with a legal obligation.
Right to Restriction of Processing	<ul style="list-style-type: none"> You have the right to ask us to restrict processing your Personal Data in the following situations: <ol style="list-style-type: none"> where you contest the accuracy of your Personal Data; where the processing is unlawful and you do not want us to delete your Personal Data; or where we no longer need your Personal Data for the purposes of processing but you require the data in relation to a legal claim. When you exercise this right we may only store your Personal Data. We may not further process the data unless you consent or the processing is necessary in relation to a legal claim or to protect the rights of another person or legal person or for reasons of important public interest. We will inform you before the processing restriction is lifted.
Right to Data Portability	<ul style="list-style-type: none"> You may request us to provide you with your Personal Data which you have given us, in a structured, commonly used and machine-readable format and you may request us to transmit your Personal Data directly to another controller, where this is technically feasible. This right only arises where: <ol style="list-style-type: none"> we process your Personal Data on the legal basis that it is necessary to perform our contract with you; and the processing is carried out by automated means.

You can exercise any of these rights by submitting a request to **the Data Protection Officer, SOLAS, Castleforbes House, Dublin 1**. We will provide you with information on any action taken upon your request in relation to any of these rights without undue delay and at the latest within one month of receiving your request. We may extend this by up to 2 months if necessary, however we will inform you if this arises.

You have the right to lodge a complaint with the Data Protection Commission with regards to our processing of your Personal Data.

6. CHANGES TO THIS NOTICE

We may amend this Notice from time to time, in whole or part, at our sole discretion. Any changes to this Notice will be posted on the SOLAS CSCS/QSCS website at <http://www.solas.ie/Pages/CSCS.aspx>

If at any time we decide to use your Personal Data in a manner significantly different from that stated in this Notice, or otherwise disclosed to you at the time it was collected, we will notify you by e-mail, and you will have a choice as to whether or not we use your information in the new manner.

7. CONTACT US

If you have questions or concerns about this Notice, please contact the SOLAS Data Protection Officer at SOLAS Data Protection Officer, SOLAS, Castleforbes House, Dublin 1.

Construction Skills Certification Scheme

Part 1	Application Details- CSCS Scaffolding Advanced
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Section A	Applicant Details
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Surname Forenames.....PPS Number.....

AddressCSCS Basic Scaffold Card No

Tele NoDate of Birth Age..... Safe Pass Card No.....

Safe Pass expiry date:

Candidate Profile

Candidates for this programme must:

1. Have at least twelve months full time experience operating as a trainee advanced scaffolder in the construction industry in accordance with the 5th Schedule – of the Safety, Health and Welfare at Work (Construction) Regulations 2013 – S.I. No. 291 of 2013. The twelve months experience must be within the last two years.
2. Possess: a) current and valid ‘Safe Pass’ registration card, b) valid CSCS Basic Scaffold registration card
3. Be at least 18 years of age
4. Possess conformation of manual handling training appropriate to scaffolding tasks
5. Possess signed, dated and stamped candidates key task training log sheets
6. Have the ability to cope physically and mentally with working at heights
7. Complete a Health and Fitness declaration

Section B	Applicant Declaration
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Health & Fitness: I state that to the best of my knowledge, that I am not currently suffering from any ailment or disability that may affect my safe participation on this training course.

I confirm that the information detailed in this application, and any submitted information is valid, genuine and correct.

1. I have at least twelve months full time experience operating as a trainee advanced scaffold operative in construction within the last two years
2. I am in possession of a current and valid ‘Safe Pass’ and current and valid CSCS Basic Scaffold registration card
3. I am at least 18 years of age
4. I possess conformation of manual handling training appropriate to scaffolding tasks
5. I have successfully completed all the key task training detailed on pages 9 -15 of this document with a qualified scaffolding mentor
6. I have the ability to cope physically and mentally with working at height
7. I confirm that I am not suffering from any ailment or disability that might affect my participation on this training programme.

Warning against submitting fraudulent application documents

Please note that it is an offence to knowingly furnish false or misleading information in a material respect when completing and signing these application details. If found guilty of an offence, a person may be liable to legal proceedings, which could result in a fine or a term of imprisonment or both.

Please sign

Date:

Construction Skills Certification

Part 1 Application Details CSCS Scaffolding Advanced

Section C Applicant Experience

Please briefly list work carried out assisting in the erection of advanced scaffolding in tube and fittings for at least twelve months, including dates, location of work and qualified supervising scaffolder.

Dates Scaffold type. Location and brief details of work done *Qualified Scaffolder Name:*
Contact telephone number:

<i>Example</i> 8 Jan '14- 18 Jan '14	Tube and Fitting	<i>Barron Homebuilds, Kilty Street, Dublin. Erecting tube and fitting scaffolding to front elevation of 4 houses</i>	<i>John Doe 087-1234567</i>
		(continue on a separate sheet if needed)	

On- the - Job / Key Task Training

(Qualified scaffolder with valid CSCS Advanced Scaffolding Skills card to sign off when all key tasks are successfully completed by learner)

Qualified scaffolder's Name (BLOCK LETTERS) _____

Qualified scaffolder's CSCS Advanced Scaffolding Registration Card No: _____

Qualified scaffolder's signature _____ Date: _____

(The minimum period of employment for on the job training is 12 months and all key tasks must be completed during this period)

I the company Qualified Scaffolder, confirm that the applicant named below has at least twelve months experience and has successfully completed all key tasks as specified in the log sheets (pages 9-15) of this document. The applicant has received manual handling training appropriate to scaffolding tasks, harness and lanyard training and is physically and mentally capable of working at heights.

Company _____

Address _____

Company Registration No.

Qualified scaffolder's signature-----

Date: -----



Company stamp

Applicant's Details

Surname Forenames PPS Number.....

Address

Tele No Date of Birth Age.....

CSCS Basic Scaffold Reg. Card No

Safe Pass Reg. No..... Safe Pass expiry date: (dd/mm/yyyy) /..... /.....

Part 2 Construction Skills Certification

Endorsement of operatives competence Scaffolding Advanced

Applicant's Name: PPS No

This endorsement of scaffolding advanced erection competence must be completed by an existing or previous employer. This part can only be completed by a supervisor or line manager of the employer. Each task listed below must be signed by the endorser. The applicant can only be considered competent providing **all** tasks are signed by one or more endorsers in the Endorsers details section.

Warning against submitting fraudulent application documents

Please note that it is an offence to knowingly furnish false or misleading information in a material respect when signing off on an endorsement. If found guilty of an offence, a person may be liable to legal proceedings, which could result in a fine or a term of imprisonment or both.

Endorsers Details	Company stamp
Endorser's Full Name:	<div style="border: 1px solid black; width: 100%; height: 40px;"></div>
Company name and address:	
.....	
Position: Contact Tel no:	
Relationship to Applicant.....	
<i>The named individual signing this section must be in a supervisory or managerial position, nominated by the employer / organisation.</i>	
Declaration - We/I the employer confirm that:	
<ol style="list-style-type: none"> 1. the applicant has at least twelve months full time experience operating as a trainee advanced scaffolder, erecting tube and fitting scaffolding in construction within the last two years 2. the applicant is in possession of a current and valid 'Safe Pass' and a current and valid CSCS Basic Scaffolder's registration card 3. the applicant has received Manual Handling training – relevant to scaffolding 4. the applicant has successfully completed all the following key tasks training using tubes and fittings <ol style="list-style-type: none"> A. Erect and dismantle an independent tied scaffold B. Erect and dismantle a truss- out scaffold C. Erect and dismantle a hanging scaffold D. Erect and dismantle a bridged scaffold using unit beams or ladder beams E. Erect and dismantle a scaffold containing stairs F. Erect and dismantle a loading bay, and complete additional tasks as listed on log sheet 5. The applicant can select, correctly fit, wear and use a scaffolder's harness with correct lanyard types as per manufacturer's instructions 6. the applicant can cope physically and mentally with working at heights 7. the information detailed in this application, and any submitted information is valid, genuine and correct. 	
Endorser's Signature <div style="border: 1px solid black; width: 200px; height: 20px; display: inline-block;"></div>	Date: <div style="border: 1px solid black; width: 150px; height: 20px; display: inline-block;"></div>

Part 3 **On- the - Job / Key Task Training Log**
Key Tasks completed using tubes and fittings.

Task 1- Erect and dismantle an independent tied scaffold (completed in a safe , efficient and competent manner)	Completed successfully under supervision (please tick)			
	YES	No	Date	Qualified scaffolder's initials & Site Location
1.Erect and dismantle an independent tied scaffold				
2. Interpret basic instructions/drawing				
3.Assess and list materials required for task				
4.Thorough inspection of required components/ materials				
5.Inspect ground /base suitability				
6.Carry out visual risk assessment/establish a safe working environment				
7.Correct and safe handling of components				
8.Base out, erect scaffold, brace and tie scaffold to structure as per manufacturer's instructions/NASC TG4:11.				
9. Fully board out platforms, install handrail, guard rails in the correct locations.				
10.Install ladder opening and correctly tie off ladder at correct angle				
11.Inspect scaffolding prior to handover				
12.Assist in the completion of a GA3 form and hand over scaffolding certificate to end user				
13.Safely dismantle scaffold, stack and store components in the correct manner				
14.Implement the HSA Code of Practice for Access and Working Scaffolds and TG 20:13 during the erection of the scaffold				

All tasks must be completed correctly prior to sign off by a competent qualified scaffolder

Applicants signature:

Qualified scaffolder's signature:

Qualified scaffolder's CSCS card number:

Qualified scaffolder's PPS number:

Company Stamp

Company: Date: Endorser's Signature

On- the - Job / Key Task Training Log

Key Tasks completed using tubes and fittings.

Task 2 - Erect and dismantle a truss-out scaffold (completed in a safe , efficient and competent manner)	Completed successfully under supervision (please tick)			
	Yes	No	Date	Qualified scaffolder's initials & Site Location
1.Erect and dismantle a truss-out scaffold				
2.Interpret basic instructions/drawing				
3.Assess and list materials required for task				
4.Thorough inspection of required components/ materials				
5.Inspect ground /base suitability				
6.Carry out visual risk assessment/establish a safe working environment				
7. Correct and safe handling of components				
8.Base out, erect scaffold, brace and tie scaffold to structure as per manufacturer's instructions/ NASC TG4:11.				
9.Fully board out platforms, install handrail, guard rails in the correct locations.				
10.Install ladder opening and correctly tie off ladder at correct angle				
11.Inspect scaffolding prior to handover				
12.Assist in the completion of a GA3 form and hand over scaffolding certificate to end user				
13.Safely dismantle scaffold, stack and store components in the correct manner				
14.Implement the HSA Code of Practice for Access and Working Scaffolds and TG20:13 during the erection of the scaffold				

All tasks must be completed correctly prior to sign off by a competent qualified scaffolder

Applicants signature:

Qualified scaffolder's signature:

Qualified scaffolder's CSCS card number:

Qualified scaffolder's PPS number:

Company Stamp

Company: Date: Endorser's Signature

On- the - Job / Key Task Training Log

Key Tasks completed using tubes and fittings.

Task 3 – Erect and dismantle a hanging scaffold (completed in a safe , efficient and competent manner)	Completed successfully under supervision (please tick)			Qualified scaffolder's initials & site location
	YES	No	Date	
1.Erect and dismantle a hanging scaffold				
2.Interpret instructions/drawing				
3.Assess and list materials required for task				
4.Thorough inspection of required components/ materials				
5.Inspect ground /base / structure suitability				
6.Carry out visual risk assessment/establish a safe working environment				
7.Correct and safe handling of components				
8.Base out, erect scaffold, brace and tie scaffold to structure.				
9.Fully board out platforms, install handrail, guard rails and toe boards in the correct locations.				
10.Install ladder opening and correctly tie off ladder at correct angle				
11.Inspect scaffolding prior to handover				
12.Assist in the completion of a GA3 form and hand over scaffolding certificate to end user				
13.Safely dismantle scaffold, stack and store components in the correct manner				
14.Implement the HSA Code of Practice for Access and Working Scaffolds and TG20:13 during the erection of the scaffold				

All tasks must be completed correctly prior to sign off by a qualified scaffolder

Applicants signature:

Qualified scaffolder's signature:

Qualified scaffolder's CSCS card number:

Qualified scaffolder's PPS number:

Company Stamp

Company: Date: Endorser's Signature

On- the - Job / Key Task Training Log

Key Tasks completed using tubes and fittings.

Task 4 – Erect and dismantle a bridged scaffold using unit beams or ladder beams (completed in a safe , efficient and competent manner)	Completed successfully under supervision (please tick)			
	YES	No	Date	Qualified scaffolder's initials & Site Location
1.Erect and dismantle a bridged scaffold using unit beams or ladder beams				
2.Interpret basic instructions/drawing				
3.Assess and list materials required for task				
4.Thorough inspection of required components/ materials				
5.Inspect and ensure integrity of structure				
6.Carry out visual risk assessment/establish a safe working environment				
7.Correct and safe handling of components				
8.Set out, erect scaffold, brace and tie bridge securely.				
9.Fully board out platforms, install handrail, guard rails and toe boards in the correct locations.				
10.Install ladder opening and correctly tie off ladder at correct angle				
11.Inspect scaffolding prior to handover				
12.Assist in the completion of a GA3 form and hand over scaffolding certificate to end user				
13.Safely dismantle scaffold, stack and store components in the correct manner				
14.Implement the HSA Code of Practice for Access and Working Scaffolds and TG20:13 during the erection of the scaffold				

All tasks must be completed correctly prior to sign off by a competent qualified scaffolder

Applicants signature:

Qualified scaffolder's signature:

Qualified scaffolder's CSCS card number:

Qualified scaffolder's PPS number:

Company Stamp

Company: Date: Endorser's Signature

On- the - Job / Key Task Training Log

Key Tasks completed using tubes and fittings.

Task 5 – Erect and dismantle a scaffold containing stairs (completed in a safe , efficient and competent manner)	Completed successfully under supervision (please tick)			
	YES	No	Date	Qualified scaffolder's initials & Site Location
1.Erect and dismantle a scaffold containing stairs				
2.Interpret basic instructions/drawing				
3.Assess and list materials required for task				
4.Thorough inspection of required components/ materials				
5.Inspect ground/ base suitability				
6.Carry out risk assessment/establish a safe working environment				
7.Correct and safe handling of components				
8.Base out, erect scaffold, brace and tie scaffold securely.				
9.Ensure stairs are securely fixed in place and landings are correctly hand railed and boarded				
10.Inspect scaffolding prior to handover				
11.Complete GA3 form and hand over scaffolding certificate to end user				
12.Safely dismantle scaffold, stack and store components in the correct manner				
13. Implement the HSA Code of Practice for Access and Working Scaffolds and TG20:13 during the erection of the scaffold				

All tasks must be completed correctly prior to sign off by a competent qualified scaffolder

Applicants signature:

Qualified scaffolder's signature:

Qualified scaffolder's CSCS card number:

Qualified scaffolder's PPS number:

Company Stamp

Company: Date: Endorser's Signature

On- the - Job / Key Task Training Log

Key Tasks completed using tubes and fittings.

Task 6 – Erect and dismantle a loading bay in excess of 2 tonnes (completed in a safe ,efficient and competent manner)	Completed successfully under supervision (please tick)			Qualified scaffolder's initials & Site Location
	YES	No	Date	
1.Erect and dismantle a loading bay in excess of 2 tonnes				
2.Interpret basic instructions/drawing				
3.Assess and list materials required for task				
4.Thorough inspection of required components/ materials				
5.Inspect ground/ base suitability				
6.Carry out visual risk assessment/establish a safe working environment				
7.Correct and safe handling of components				
8.Base out, erect and ensure stability of loading bay				
9.Ensure platforms are fully boarded, hand railed and ladders are in place				
10.Inspect scaffolding prior to handover				
11.Assist in the completion of a GA3 form and hand over scaffolding certificate to end user				
12.Safely dismantle scaffold, stack and store components in the correct manner				
13.Implement the HSA Code of Practice for Access and Working Scaffolds and TG20:13 during the erection of the scaffold				

All tasks must be completed correctly prior to sign off by a competent qualified scaffolder

Applicants signature:

Qualified scaffolder's signature:

Qualified scaffolder's CSCS card number:

Qualified scaffolder's PPS number:

Company Stamp



Company: Date: Endorser's Signature

On- the - Job / Key Task Training Log

Key Tasks completed using tubes and fitting scaffolding

Additional Tasks (completed in a safe , efficient and competent manner)	Completed successfully under supervision (please tick)			
	YES	No	Date	Qualified scaffolder's initials & Site Location
1.Assist in the Installation an external ringbolt tie as per manufacturer's instructions.				
2.Assist in the Installation of physical ties				
3.Carry out a risk assessment and hazard identification of work area				
4.Assist in measuring planned scaffolding works				
5.Interpret basic scaffolding plans/drawings				
6 Assist in the supervision of scaffolding works				
7.Ensure the safe loading, unloading and storage of scaffolding components				
8.Assist in the installation of debris netting /monarflex as per BS 7995				

All tasks must be completed correctly prior to sign off by a competent qualified scaffolder

Applicants signature:

Qualified scaffolder's signature:

Qualified scaffolder's CSCS card number:

Qualified scaffolder's PPS number:

Company Stamp

Company: Date: Endorser's Signature

Part 4

Practical Test Specifications for Advanced Scaffolding using tubes and fittings

Tasks

The Candidate will need to:

1. Estimate the materials required from the assessment drawings supplied.
2. Carry out checks to the operating area, identify hazards and inform the assessor of any actions required
3. Carry out a pre-use check of the components as the assessment proceeds
4. Erect, assemble a tube and fitting Independent Access Scaffold, Loading bay, Ladder Assess and Protection fan as per drawings supplied by assessor.
5. Erect, assemble a tube and fitting Cantilever Access Scaffold from a Class 6 Loading bay measuring 6.1m x 5.9m X platform height 4.4m from ground level as per drawings supplied by assessor.
6. Erect, assemble a tube and fitting Drop scaffold from a Class 6 Loading bay measuring 6.1m x 5.9m X platform height 4.4m from ground level as per drawings supplied by assessor.
7. Dismantle scaffold (described in 4, 5, and 6 above) in a safe manner and return components /equipment to storage area

Equipment and Resources

- Sufficient Serviceable Tube and Fitting Scaffold components to erect an Independent Access Scaffold, Loading bay, Ladder Assess and Protection fan. As per drawings supplied by assessor.
- Sufficient Serviceable Tube and Fitting Scaffold components to erect a Cantilever Access Scaffold from a Class 6 Loading bay measuring 6.1m x 5.9m X platform height 4.4m from ground level.
- Sufficient Serviceable Tube and Fitting Scaffold components to erect a Drop scaffold from a Class 6 Loading bay measuring 6.1m x 5.9m X platform height 4.4m from ground level.
- Sufficient quantities of 450mm Aluminium layer Beams to specified length as per test drawings.
- Cones, tape, barriers etc. to create restrictions / safety zone around the assessment area.
- Signage to reflect the SWL for all loading bays.
- Access ladders for each assessment area
- Manufacturers instruction manuals relevant to the equipment being used
- All necessary hand tools including spirit level and scaffolders tool belt.
- All necessary Personal Protective Equipment
- An area of ground (approx. 30 m x 20 m) capable of accommodating appropriate storage of components / equipment and sufficient space to facilitate the erection of three practical assessments

Notes

Format of Assessment

Candidates are required to undertake these assessments in a team of three. The lead candidate being assessed will have the assistance of two other members of the team and it will be the responsibility of the person being assessed to clearly and safely instruct the assistants as lead person in the Assessment.

In turn each candidate will be assessed as lead person and must equally participate in all aspects of the erection, dismantling and stacking processes.

The maximum number of candidates is nine for this programme.

The minimum number of candidates is three for this programme.

Time

- The candidate must complete all tasks within allocated times

On the practical test P1 the candidates will erect and dismantle an Independent tied access scaffold with loading bay, ladder access and protective fan in 12 hours

On practical test P2 the candidates will erect and dismantle a Cantilever Access Scaffold from a Class 6 Loading bay in 5 hours.

On practical test P3 the candidates will erect and dismantle a Drop Scaffold from a Class 6 Loading bay in 5.5 hours.

Example of Practical Assessment marking sheet

1. Learner estimated the required components correctly from drawings prior the test
2. Learner set out and erected Scaffold in a logical sequence
3. Learner had full control of scaffold tube in the erection process
4. Learner ensured that all standards were secured in two directions before being released
5. Learner selected, checked and fitted needle tubes at the correct location to support safety fan
6. Learner set and secured ladder at the correct angle to access bay.
7. Learner braced scaffold correctly in all areas.
8. Learner observed all safety precautions during erection and dismantling procedures
9. Learner selected , checked and used the correct harness type for the job in hand
10. Learner completed the test in the time given