Ashford Business Services Ltd

Roofer scaffolding checklist

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

Site address	14 Oakfield Road, Birmingham B17 9JH
Date	9 November 2026
Checked by	Sarah Mitchell

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 as agreed at the meeting.

Sign-off

Checked by	Signature	Date