

# Method Statement

## Stairwell Platform System – SPS



International Quality Assurance



### To prevent falls of plasterers, carpenters and painters in stairwells or similar voids

It is preferable that two people carry out the following operations; however, with practice, one person can complete the erection.

#### Transportation and Manual Handling

Compact frame adjusts 1.4 to 1.9 m;  
weighs 18 Kg  
Standard frame adjusts 2.1 to 3.0 m;  
weighs 24 Kg

- The frame of the SPS can be transported to the site in a van or secured tightly to the roof-rack of a car
- The SPS safety mat and the adjustable feet can be transported in the boot of a car
- The frame can be manually handled by one person to the top of the stairwell



## Oxford Safety Ltd

### Safety Trellis Platforms, Systems & Barriers for Working at Height

These concepts and designs are protected by patents and patent applications in the UK and other countries

# Method statement for transportation, erection and use of safety equipment

## Step 1 – Position the Main SPS Frame

**Safety Note:** Ensure that the stairs are clear of materials and trip hazards prior to commencing

- From a vertical position at the top of the stairway, remove the drop-nose leg pins and release the tie straps
- Holding the 2 legs, walk carefully backwards down the stairs until the frame is in a horizontal position; temporarily stand legs on floor or a suitable tread



## Step 2 – Extend frame to Length

- Partially secure the right-angled bracket to the top tread of the stair and secure using a minimum of 2 x 38 mm screws
- Unscrew the frame extension clamp knobs and extend frame to fit length of void
- If necessary, lift frame legs to enable insertion of adjustable feet to achieve required height
- When frame is at required length then tighten fully the frame extension knobs

**Safety Note:** The frame must be secured on the top riser with at least 2 x 38 mm screws



## Step 3 – Set the Adjustable Legs

- Adjust the extendable legs to support the frame; see picture showing legs on a bottom winder staircase
- When both legs are in correct position, ensure frame is square and level using spirit level
- Fully secure the right-angled bracket to the top tread using a minimum of 2 x 38 mm screws



◆ Oxford Safety Trellis Platforms for Working at Height

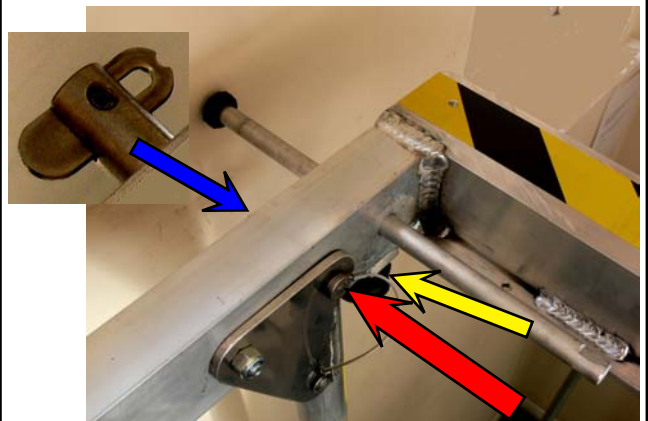
◆ Innovation making the work place a safer place

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### Step 4 – Securing the Frame

- Insert the drop-nose pin at the top of each leg into position (red arrow: when leg is correctly positioned, pin will slide in easily)
- Flip drop-nose to secure pin (blue arrow)
- Extend horizontal stabiliser bars each side until they rest against the adjacent trimmer and/or the block wall to eliminate all lateral movement
- Tighten small black clamp knob under each side of frame (yellow arrow)



### Step 5 – Fixing the SPS Safety Mat

**Safety Notes:** Before fixing the mat, check all adjusting clamps are tight and frame is secured at top tread. Check that size of mat matches size of frame; mats and frames are colour coded and MUST be used in pairs

- Partly extend the SPS safety mat and place it on frame (at rear) with one end over the single locating pin
- Extend SPS fully to totally cover the top of the SPS frame and place front end over 2 locating pins, above top tread (red arrows)

**Safety Note:** the locating pins prevent any sliding or movement when the SPS mat is in position. It is therefore important to check that these pins are not damaged or broken



### Step 6 – Using the System

- Once in position, the frame will easily take the weight of one man and some materials. It should not move or rock from side to side if all the stabilisers are positioned correctly
- The SPS safety mat can be easily slid back to allow full and easy access for operatives and materials

**Safety Note:** the mat is not suitable to be loaded out with materials. Maximum spread load is 150 Kg



◆ Preventing falls from height in construction & maintenance

◆ Award winning systems from Oxford Safety Ltd

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### Solutions to Special Problems - using accessories

- When kites are at the top of the stairs, the third adjustable foot is fitted through a circular bracket on the frame (blue arrow) to give support to either side, depending on the direction of the kite (see picture on left below)
- A typical full winder stairway can be protected with two Compact SPS systems (two pictures below lower right). A similar method is used for half-landing stairs



- Any likely or worrying instability can be eliminated by using the accessory Stabiliser Arms also available (see pictures to right)
- Accessory handrail post & clamps are available (see pictures on left below)
- For plastering, painting, etc, high above the frame level, the SPS frame can be raised by up to 300 mm by using additional short adjustable feet (picture on right below)

**Safety Note:** foot plates must be screwed to floor to maintain stability of raised SPS frame



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