



SAFETY MEMO

Title:	Safe Use of Scaffold – NO TAMPERING		
Date:	Tuesday, 7 April 2026	Memo Ref	SM070426
Issued to:	All Contractors and Subcontractors		
Background:	<p>We have recently seen an increase in scaffold tampering which exposes workers on the scaffold to risk of serious injury. It is imperative that all subcontractors adhere strictly to our Construction HSE Management Plan, accessible via the QR code on the Site Safety sign. This plan outlines crucial safety protocols that must be followed at all times.</p> <div style="display: flex; justify-content: space-around;"> <div data-bbox="384 810 879 1429">  </div> <div data-bbox="911 810 1422 1429">  </div> </div> <p><i>Image 1: Plank removed by trades resulting in a fall risk through the working platform.</i> <i>Image 2: Handrails removed by trades and stacked on the platform, resulting in fall and trip hazards.</i></p> <p>Working at Heights is the single biggest risk on residential construction sites, and it is the responsibility of all workers to maintain safe work practices at all times. Scaffold must not be altered by anyone other than the scaffold company.</p>		
Direction to all Contractors:	<ol style="list-style-type: none"> Working Safely on Scaffold: It is of utmost importance that every individual works safely while using scaffolding. This includes identifying potential hazards and risks. If any hazards or risks are identified, they must be promptly reported to the Coral Homes Building Supervisor. No Tampering with Scaffold: Under no circumstances should any subcontractor tamper with or alter the scaffold structure. Any necessary adjustments must be advised to the Coral Homes Building Supervisor, who will coordinate with the approved Scaffold Contractor to make any necessary adjustments. 		

3. **Scaffold Safety:** Before commencing work on any scaffold, ensure the following points are checked and followed during your activities on site:

- The scaffold has a compliant “Scaff Tag” at the access point with the date of the last inspection within 30 days.
- The scaffold is on a stable foundation with all sole boards in place and in contact with the scaffold base plates.
- The scaffold is not overloaded. i.e. adhere to weight limits: 225kg max per bay for light duty, 450kg max per bay for medium duty, and 675kg max per bay for heavy duty.
- The scaffold is fully planked and fitted with guardrails, mid-rails, and kick boards on the working deck wherever a person or material could fall more than 2m.
- The scaffold is fitted with a safe, secure temporary stairway or ladder to access the working deck.
- The scaffold has not been altered or dismantled in any way.

If you have any concerns regarding the safety or compliance of the scaffold system, you must immediately notify your Coral Homes Building Supervisor or Representative.

Thank you for your ongoing commitment to maintain safety and compliance on all Coral Homes sites.

Authorised by:	Ben Garland	Position:	General Manager - Construction
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