

Foreman Tree Surgeons

Method Statement For :- East Grinstead town council

23/02/2025

Contract Manager: Sam Foreman	Site Supervisor: Sam Foreman
Strict adherence to this method statement is critical to the health and safety of all engaged in the work. Any deviation must first be authorised by the site supervisor.	
Planned task/Activity Description: Dig a 6 metre trench 70cm deep near the foot of a oak tree close to the Tennis Court. Line the trench with specialised root barrier, back fill and compact with soil extracted.	
Location and Access: (plan to be attached as appropriate) East Court East Grinstead RH19 3YW– see Sam Oak tree near located close to the Tennis Court Access will be obtained via side get to the tennis courts	
Working environment and restrictions: Open air public park, restrictions are unauthorised personnel in cordoned area.	
Protection of others: Work area will be cordoned off to ensure public safety, with a member of staff overseeing and ensuring public do not stray into the 'protected' zone.	
Emergency Procedures: A minimum of 2 staff on site. A first aid kit will be on site. Two mobile telephones on site to call for emergency services. This is deemed a low risk operation. Due to the small depth of the trench no collapse and entrapment is likely.	
Operative Competence: Qualified Tree Surgeons and Qualified Grounds Person with 25 years' experience between them.	
Personal Protective Equipment: Appropriate level of PPE for this task including but not limited to helmets with visor, ear defenders, gloves and steel toecap boots.	
Plant and Equipment: Small mechanical digger X 1, handtools, PPE and root barrier.	
Materials Handling/Storage and Safety Information: Root barrier.	
Critical Stages: (must be undertaken in correct sequence) Create protection zone Dig trench	

Prune any severed roots

Lay root barrier

Backfill trench

Clear site and remove cordon

Final Clearance: (work/activity completed to satisfaction)

Name:

Position:

Date: