

TRADESMAN NOTICE



This form must be read, completed, and brought with you to site before you can commence work

This site includes a school - No unauthorised admittance to parts of the site

Please provide details:

- Company name, phone number and email address.

- License. _____
- Insurance (Certificate of Currency). _____
- Workers' names, phone numbers. _____
- Reason for work + specific details _____

- Arrival and departure times. _____
- I have a copy of the company's COVID plan (please circle) YES / NO

COVID 19

Please do not enter the property to undertake work if you:

- Are experiencing any of the Covid-19 symptoms, as per Health Dept advice.
- Have attended any hotspots including the State of Victoria and local venues.

Please ensure that when in our building, you adhere to all Covid-19 hygiene advice, specifically if touching hard surfaces.

GENERAL

Workers must undertake a general risk assessment and also consider the following:

- Will fire alarm need to be isolated? _____
- Will dust or fumes be generated anywhere on the site? _____
- If access is required to the land west of the church or any parts of the site near school gates or fences, please notify us on 0407 407 619.

No access is permitted to the carpark, except by prior arrangement. If approval is given, **tradesmen must be aware that the carpark is used by parents dropping off young children to the school. Extra care when arriving, leaving and loading and unloading.**

No access is permitted to the school grounds, except by prior arrangement. No smoking or consumption of alcohol is permitted.

Signed (By Contractor)