

BOOKING LADDERS FROM THE TRC

1

COMPLETE LADDER TRAINING

Undertake Ladder/ Working at Height Training Workshop with Sunghoon Son in timetabled sessions.

2

BOOK ON SISO

Make your booking at least 24 hours ahead. We will not allow ad- hoc collections. If you require booking support visit the Technical Resource Centre.

3

RISK ASSESSMENT AND APPROVAL

After booking complete a risk assessment and get it approved by a member of academic staff before you collect the ladders.

No approved risk assessment. No ladders.

4

RETURN WITHIN 4 HOURS

Maximum booking duration is 4 hours. Ladders must be returned before the TRC closes on day of collection. No exceptions.

24 hrs

Notice Required

4 hrs

Maximum Booking

0

Late Returns Allowed

TERMS OF USE

Training will be revoked for any misuse of equipment, unauthorised late returns and sharing ladders with untrained individuals.

Do not leave ladders unsupervised and take care when moving ladders around campus to avoid damage to property and injury to others.

Ladders are for on-site use only.

If you require support around booking the equipment, contact the TRC - sc.trc@northumbria.ac.uk
Contact your academic team if you have missed the workshop to arrange alternative training.