Contents-

Section 1 General Policy Statement 3
Section 2. Organisation for Health and Safety 3
2.1Chairperson 3
2.2 CEO 4
2.3 Department/Line Managers 4
2.4 Health and Safety Point of Contact 5
2.5 Employees 5
2.6 Contractors 6
Section 3. Arrangements for Health and Safety 7
3.1 First aid 7
3.2 Accident reporting procedures 7
3.3 Fire Procedures 8
3.4 Risk Assessments 9
3.5 Safe Systems of Work 9
3.6 Communication/ Consultation 10
3.7 Training 10
3.8 Work Equipment 11
3.9 Display Screen Equipment 11
3.10 Personal Protective Equipment (PPE) 11
3.11 Control of Hazardous Substances (COSHH) 12
3.12 Manual Handling 12

3.13 Lone working 13
3.14 Welfare facilities 13
3.15 Lighting 14
3.16 Asbestos 14
3.17 Permit to Work 15
3.18 Alcohol and Drugs 15
3.19 Electricity 16
3.20 Environmental Protection 16
3.21 Inspections 17
3.22 Housekeeping 17
3.23 Ladders 18
3.24 Hot Weather Working 18
3.25 Skin Protection and Personal Hygiene 18
3.26 Working at Height 19

Section 1 General Policy Statement

It is the Mission of Riverside Training to promote a safe working environment for all Staff, Learners, Contractors and the General Public by creating and maintaining an active interest in safety for all. At Riverside we invest and promote Health & Safety with all our staff. We achieve this by striving for excellence within our training programs and Continuous Professional Development. We are committed to excellence and achieving the highest standards of safety.

Section 2. Organisation for Health and Safety

Chairperson	Jane Preston
CEO	Kevin Morris
Operations Director	Alix Wheeler
Quality & Safeguarding Director	Lucy Calverley
First Aiders	Freya Kelly, Paula James, Kevin Morris and Anna Robertson
Fire Warden	Louise Beizsley
H&S Point of Contact	Kevin Morris

2.1Chairperson

Will be responsible for the implementation of an effective Health & Safety Policy and will ensure that all employees employed by the Company observe the company Safety Rules.

In addition–

- Provide the necessary resources and support for the effective implementation of this Policy.
- Promote a positive health and safety culture and encourage active involvement at all levels within the company.
- Ensure all persons concerned are aware of this policy and their responsibilities of Health and Safety.
- Ensure Senior Management are held accountable for health and safety performance.
- Monitor the effectiveness of actions taken under this Policy and modifying where necessary.
- Ensure that the policy is reviewed regularly with the aim of continual improvement.

2.2 CEO

Responsible to the Chairperson for the implementation and enforcement of the Health and Safety Policy.

In addition–

- All employees are aware of their Health and Safety responsibilities under this policy and are given adequate resources to carry these out effectively.
- All employees are trained and competent to carry out their health and safety duties under this policy.
- Ensure there is an effective audit and inspection system in place.
- Promote a positive health and safety culture and encourage active involvement by all employees within the company.
- An effective Risk Assessment system is in place to minimise as is reasonably practicable the health and safety risks during within the workplace and in any activities being carried out.
- Compliance with all statutory legislation is monitored.
- Ensure Senior Management is held accountable for health and safety performance.
- Monitor the effectiveness of actions taken under this Policy and modifying as necessary.
- Ensure an effective system is in place for all contractors used by Riverside Training and departmental managers are aware of the use of contractors.
- All accidents/incidents are logged and investigated to help preventing a recurrence.
- Oversee a system of regular maintenance is in place throughout the company to ensure that all equipment is suitable and safe for its intended use.

2.3 Department/Line Managers

Responsible to the CEO for the implementation and enforcement of the Health and Safety Policy in respect of all matters.

In addition –

- Ensuring all employees are aware of their responsibility for health and safety as included in point 2.3.
- All required staff are aware of point 2.7 in regards to contractors and follow the company Policy

- A system of regular maintenance is in place throughout the company to ensure that all equipment is suitable and safe for its intended use.
- Ensure all accidents/incidents/near misses are logged and investigated to preventing a recurrence. CEO to be made aware of any incidences.
- Training needs are identified and training given as necessary in regards to Health and Safety.
- Ensure Risk Assessments are adhered to and where required are developed and implemented-seeking advice from the Health and Safety point of contact as required.
- Control and monitor the company Environmental Waste Policy of all hazardous waste
- No person is put at unacceptable risk as a result of the activities of the business to include-employee, contractor, visitor or general public.

2.4 Health and Safety Point of Contact

Is responsible to the Chairperson and assists with Health and Safety matters for the company.

In addition –

- Support in the completion and review of the company Health and Safety Policy and amend as necessary.
- Review annually Risk Assessments and where required support implementation of new Risk Assessments and action plans where required.
- Support management in regards to all Health and Safety matters.
- Conduct Health and Safety training to all new employees.
- Monitor all health and safety issues and as necessary make arrangements for the provision of expert assistance.
- Support in investigations of accidents/incidents/near misses which require special attention. Document and advise of any recommendations to CEO.
- Liaise with the CEO on any Health and Safety matters as and when necessary.
- Distribute and collate Display Screen Equipment forms annually.

2.5 Employees

All employees have a legal duty to adhere to the Riverside Training Health and Safety Policy and co-operate with management and any instruction given.

All employees must-

- Ensure they have read and understand the Riverside Training Health and Safety Policy and they adhere to this policy.
- Promote a positive health and safety culture and cooperate with all safety requirements and policies.
- Use the correct equipment provided for the job.
- Ensure any defect or damage to equipment is reported to their Line Manager.
- Work in a safe manner at all times and do not take any unnecessary risks which could endanger themselves or others.
- Report any accident/injury/near miss to themselves from result of an accident at work to their line manager immediately. This is to be adhered to even if the injury doesn't stop them working.
- If incident/Accident/near miss occurs on customer premises. This must be reported at the customer premises and then reported to your Line Manager.

2.6 Contractors

The contractor recognises the need for an effective management control system to ensure the health and safety of all persons affected by the contract works.

Riverside Training will ensure-

- They work with contractors who clearly demonstrate they have effective safety management systems in place.
- Contractors to use only competent and adequately trained employees.
- Contractors to use equipment/tools and materials that are maintained, stored and operated in a safe manner.
- Contractors to have their own Health and Safety policies in place and be responsible for the appropriate systems to be in place when working with Riverside Training.
- Contractors to communicate each phase of work being carried out and any risks involved. Risks to be dealt with by contractors and communicated directly with Riverside Training.
- Maintain up to date communications with Riverside Training in regards to any changes and unforeseen problems that arise.
- Contractors working at Riverside Training to sign in and out when working on site.

Section 3. Arrangements for Health and Safety

3.1 First aid

The company will maintain the suitable number of first aider's to deal with minor accidents and emergencies in the workplace. These appointed employees will have sufficient training and qualifications in accordance with statutory requirements and keep these updated in line with these requirements.

- The names of first-aiders will be displayed visibly throughout the workplace.
- First aid boxes are located in the main office and kitchen.

3.2 Accident reporting procedures

- All accidents/incidences/near misses must be recorded in the accident book which is kept in the main office.
- Employees must contact their Line Managers in person or via email/zoom to report the incident.
- If working at a customer premises report at site and cooperate with their customer's accident reporting procedures.

Any accidents/incidences/near misses are not limited to but may include:

- Accidents to staff, visitors, contractor, trainee's, general public including minor injuries.
- Work-related ill-health such as irritation from use of chemicals, occupational asthma, muscular-skeletal pain as of result of using computers/manual handling etc.
- The company is obliged to notify the Health and Safety Executive (HSE) of any incident that results in a serious injury to an employee.

This can include – Break/fracture of any bone except fingers or toes
Any amputation/ dislocation of -shoulder, hip, knee or spine.
Loss of sight (whether temporary or permanent).
Any injury that requires the employee to be hospitalised for more than 24hrs.
If you are unfit to work as a result of a work-related accident for more than 7 days.
Any dangerous occurrence.

Specified diseases associated with certain work activities, or exposure to certain substances.
Incidents where no one is injured but there is potential for injury due to dangerous occurrences - fires, gas leaks, explosions and chemical spillages.

- In order for Riverside Training to comply with this requirement the safety officer must be notified immediately of the following.
- Contact the Health and Safety Point of Contact directly if unsure what needs to be reported.

3.3 Fire Procedures

Fire is a significant risk within the workplace.

- As a Company we have a duty of care for the safety of all employees and visitors. It is important whilst you are on our premises that you can be accounted for at all times.
- To achieve this you must use the signing in book at all times, even if you are only going out for a short while.
- The CEO is responsible for the maintenance and testing of fire alarms and all areas of firefighting prevention and detection equipment.
- It is the responsibility of all employees to be aware of the fire and evacuation procedures and types of extinguishers relevant to their work areas if they work in the Riverside Training office in Hereford.

DISCOVERY OF A FIRE

- On discovering a fire you must activate the alarm system and inform the office manager.
- You must not try to extinguish any fire if there is a danger to yourself or others.
- If the fire is small (e.g. a small waste paper bin) you may try to extinguish it using the appropriate fire extinguisher. You must have knowledge on the use of the fire extinguisher and be competent to use it.
- You must never position yourself so that the fire is between you and your escape route.
- You must always inform Learners of the fire even though you may have extinguished it.

ACTIVATING AND HEARING THE ALARM

- The alarm can be activated by breaking the glass
- On hearing the alarm or being told of a fire you must vacate the building by the nearest exit available and assemble at the Fire Assembly Point.
- Fire Assembly Point - The car park in St Martins Street.
- The alarm can be activated by breaking the glass.

REMEMBER FIRE PREVENTION IS EVERYONE'S RESPONSIBILITY

3.4 Risk Assessments

The company has a duty under the Management of Health and Safety at Work Regulations and other legislation to undertake assessments of its work activities in order to identify significant risks, and determine what measures are required to manage these risks.
Managers are charged with ensuring that risk assessments are undertaken in the areas for which they are responsible with the assistance of the Health and Safety point of contact.

Any occupational health and safety risk assessment should follow the process set out below:
1. Identify significant hazards, i.e. factors with potential to cause harm, arising from a work activity.
2. Identify who can be harmed and how.
3. Assess the risk, i.e. the likelihood of the harm.
4. Decide the measures need to be taken to eliminate/reduce/control the risk to an acceptable level.
5. Implement the control measures and make sure all relevant people affected by the work activity are aware of what must be done to control the risk. To include- visitors, contractors, trainees etc.
6. Keep the risk assessment under review to ensure that the control measures are working as planned.

3.5 Safe Systems of Work

It is the company policy to ensure as is reasonably practicable, that all staff are provided with a safe system of work. Staff will be trained in the system of work which if followed correctly should enable them to work safely.

A safe system of work can be defined as:-

"A formal, step by step description of any task or process which takes into account the hazards likely to be encountered and the precautions which must be taken"

3.6 Communication/ Consultation

- The company is obliged by the Safety Representatives and Safety Committee Regulations 1977 Safety and Health and Safety (Consultation with Employees) Regulations 1996 to have arrangements for consulting with its employees.
- The company will therefore endeavor to provide the appropriate facilities and assistance to enable employees to carry out their functions effectively.
- The company will consult with employees over issues relating to health safety and welfare.
- The Company will allow appropriate time in the working week to allow managers to receive necessary training to support with any health and safety elements.
- The CEO meets regularly with staff and will update any health and safety issues as required
- Employees are responsible for reporting all Health and Safety issues/concerns to their Line Manager.

3.7 Training

- The company is committed to the continuing development of all employees and places importance in health and safety training at all levels within the company.
- The CEO will be responsible for the development, organisation, and monitoring of health and safety training with the support of the Health and Safety point of contact.
- All employees will be entitled to health and safety training, where their activities can present a risk to themselves or staff.
- Refresher training – as required further health and safety training will be carried out.
- Taking into account: Present or planned job content/responsibilities of individuals
  Past health and safety performance of the individual
  Statutory requirements for training, where applicable
  Risk assessments are reviewed and updated as required.
- Periods between training should not exceed 3 years. However high risk operations may require training at more frequent intervals
- The CEO is responsible for keeping health and safety training records.

3.8 Work Equipment

- The company has a duty to ensure that there are arrangements in place to comply with the Provision and Use of Work Equipment Regulations (PUWER)
- These regulations cover any equipment or articles used at/for work.
- Managers will ensure that work equipment used by employees is fit for purpose and in good working order.
- Where applicable, managers to ensure equipment is used in accordance with the manufacturer's/ supplier's instructions and if necessary receive instruction/training in the safe use of equipment.
- When purchasing equipment line managers should ensure equipment is fit for purpose and where applicable conforms to relevant British standards.

3.9 Display Screen Equipment

The company will take all reasonable steps to secure the health and safety of employees who work with display screen equipment. In particular arrangements will be made to:-

1. Identify all "users" of display screen equipment in accordance with the regulations.
2. An initial and annual assessment of each workstation, taking into account- display screen equipment, furniture, working environment and the user.
3. Take appropriate control measures where risks are identified as a result of the assessment process.
4. Examine work patterns and where needed incorporate changes of task in the working day to prevent intensive periods of display screen equipment use.
5. Review software to ensure it is suitable for the task and is not unnecessarily complicated.
6. Eyesight tests are available for all employees who use display screen equipment.
7. Ensure the supply of any corrective appliances (glasses or contact lenses) where required specifically for use with display screen equipment - staff to speak to their line manger to obtain a opticians voucher.

3.10 Personal Protective Equipment (PPE)

The company is committed to taking all reasonable steps to secure the health and safety of all employees.

- The company will provide personal protective equipment (PPE) to staff when the risk presented by a work activity cannot be adequately controlled by other means.

- The company acknowledges that health and safety hazards will have been identified if PPE is used.
- It is the intention to ensure, through the proper use of PPE, that any risks are reduced to a minimum.
- Where required the company will seek to give further information/training to employees to enable a full understanding of PPE use.

3.11 Control of Hazardous Substances (COSHH)

It is the policy of the company to comply with law as set out in the Control of Substances Hazardous to Health Regulations 2002.

- A risk assessment will be conducted of all work involving exposure of workers to hazardous substances. The assessment will be based on manufacturer's and supplier's health and safety guidance and our own knowledge of the work process.
- Riverside Training will ensure that exposure of workers to hazardous substances is minimised and adequately controlled in all cases.
- All workers who come into contact with hazardous substances will receive adequate training and information on the health and safety issues relating to that type of work.
- Where possible control measures should tackle the risk at 'source', e.g. substituting irritant or corrosive chemicals with less harmful chemicals, replacing dust producing operations, e.g. vacuuming instead of dry sweeping.
- Assessments will be reviewed periodically and amended as required.
- Storage- all cleaning substances to be stored in designated cupboards in staff accessible areas only.

3.12 Manual Handling

The company will arrange for risk assessments to be undertaken for activities that involve significant manual handling. Manual handling includes lifting, carrying, pushing, pulling and holding.

- The risk assessment will identify factors that could result in injury- i.e heavy or unstable loads needing to be lifted from the floor or above shoulder height, the need to twist, stretch or stoop while manual handling.
- Action will be taken to eliminate factors that could cause injury. Where possible manual handling activities will be avoided or reduced by providing mechanical aids –i.e trolleys/ re-designing work operations.

- Staff nominated to undertake manual handling risk assessments will receive required training.
- Staff undertaking manual handling tasks will receive training in safe handling techniques.

3.13 Lone working

It is recognised that a small group of staff may face increased risks because they do not have the immediate support of colleagues or others if an incident occurs.
The company seeks to protect those staff who work alone in accordance with the Health & Safety At Work Act 1974.

- The company undertakes to, as far as is reasonably practicably, minimise the risks to the health & safety of its employees and those who may be affected by their activities.
- Managers will need to undertake risk assessments in situations where staff are "lone workers" in buildings, customer premises or sports facilities.
- Managers, through the risk assessment process to provide instruction and Information for:
  - Local back-up arrangements
  - Emergency procedures
  - Any equipment provided.
- Employees to ensure that they are aware of the local Lone Workers procedures and adhere to these arrangements as set out from the appropriate risk assessment.
- Employees shall take reasonable precautions for their own health & safety and for others that may be at risk. Any new hazards or high risks must be reported to the appropriate Manager to enable them to be modified.
- Conform to the health & safety arrangements of any host organisation.
- To ensure that staff whereabouts are known to Managers/other staff members at all times, for your own safety and security.
- The lone worker must inform the office of the expected time on site and notify the office when the job is complete and you are about to leave site.

3.14 Welfare facilities

WASHROOM AND TOILET FACILITIES

The workplace regulations require the provision of suitable and sufficient washing facilities.

- To be provided in the immediate vicinity of every sanitary convenience, sufficiently ventilated and well lit.

- Soap and resource to dry hands must be provided.
- The minimum number of sanitary conveniences and wash stations, which should be provided, is specified in the Workplace Regulations. Where separate sanitary accommodation is provided for a group of workers, for example men, women.
- Riverside training has: Ground Floor: Disabled toilet
  1st Floor: 1 male and 1 female toilet

- Washing facilities enable effective washing of the face and hands. Hot water is thermostatically controlled to prevent users from scalds.
- Washing and sanitary facilities are designed to ensure sufficient privacy for the user.

MAINTENANCE OF FACILITIES

- Cleaning and maintenance arrangements have been made for all sanitary and washing facilities. Where facilities are temporarily unavailable, i.e during maintenance/repair work, suitable alternative arrangements will be made.
- Any defects in washing and sanitary facilities must be reported immediately to a responsible person for investigation and action.

3.15 Lighting

The company regards the provision of a safe and well-lit working environment as fundamental to the health, safety and wellbeing of the workforce.

- All reasonable steps will be taken to ensure that lighting is adequate for the task at all times.
- Any issues regarding lighting should be reported at once to a reasonable person so that the company can take steps to remedy the situation.
- The provision of a safe and well-lit environment is fundamental to good working practice.

3.16 Asbestos

The Company acknowledges the health hazards arising from exposure of employees and others to asbestos and will protect employees and other persons potentially exposed to asbestos so far as is reasonably practicable.

- No work will commence until a risk assessment has been carried out and the level of asbestos risk is determined, notably in building, demolition or roofing work.

- Adequate controls will be provided and maintained in an effective manner to minimise, so far as is reasonable practicable, the exposure of employees and others to asbestos.
- Work where the risk of asbestos may be present will be carried out by authorized and specifically trained personnel only. This authorisation extends to the removal and disposal of waste products containing asbestos in conformance with all appropriate and current regulations.

3.17 Permit to Work

A permit to work provides a formal safety control system against accidental injury to personnel, plant or products, when hazardous work is undertaken. The permit to work, consisting of a document detailing the work to be done and the precautions to be taken, it is a statement that all foreseeable hazards have been noted and precautions defined. It does not, in itself, make the job safe but relies for effectiveness on specified personnel implementing it conscientiously under supervision and control.

Requirements of permits to work.

- The permit must specify clearly who is to do the work, who is the authorised person responsible for the work, the time for which it is valid, the work to be done and the necessary precautions.
- Until the permit is cancelled, it supersedes all other instructions.
- No person must carry out any work not covered in the permit. If there is a change in the work, the permit must be amended or cancelled.
- Where another person takes over the permit, i.e in an emergency, that person must assume full responsibility for the work, until the work is complete or it has formally returned the permit to the originator.
- There must be liaison with other work areas whose activities could be affected by permit work.

3.18 Alcohol and Drugs

Riverside training enforces that no employee is to be at their place of work whilst under the influence of alcohol and/or drugs.

- Use of Alcohol and/or drugs is a Health and Safety hazard both to the individual and others who may be affected by their actions.

- Any member of staff who is, in the opinion of the person in charge at the work location, under the influence of alcohol or drugs will be suspended from duty and may be subject to disciplinary action.
- Any member of staff who is taking a prescribed or proprietary drug which may affect their performance at work must report this to their Line Manager. Failure to do so may also result in disciplinary action being taken against the employee.

3.19 Electricity

You should ensure that any electrical equipment or appliances that you use are electrically safe and that they have been inspected and tested as required by their maintenance cycle.

- Handle all office equipment, switches, sockets, plugs and cables with care.
- If you discover any defects with electrical equipment or appliances, attach a label to show the nature of the defect, remove the item from use and inform the office manager without delay.
- All electrical repairs and installation work must be carried out by a competent person.
- No appliance may be connected to any electrical system by any means other than the correct plug or connections
- Do not interfere with or open any electrical appliance.

3.20 Environmental Protection

- Always respect the natural environment and the local community.
- All waste shall be disposed of in the correct marked bins.
- To prevent waste being spilled or windblown, waste containers should not be overfilled.
- Leaking or corroded containers shall not be used and should be reported to the relevant manager.
- All waste shall be handled to prevent safety or health risks.
- Never allow hazardous substances to enter into water courses, drains etc- if a problem occurs report it immediately.
- All waste should be transferred only to a registered waste carrier.
- Where practicable, potential waste shall be minimised through the re-use of packaging and containers and consultation with suppliers regarding their packaging systems.
- Careful control of `spillage' whilst handling liquids, e.g. cleaning materials.
- Lighting and electrical appliances should be switched off when not operationally required.

3.21 Inspections

Inspections of all work equipment (including ladders) should be carried out at suitable intervals and as required in between inspections.

- The person undertaking the inspections should be competent and a record kept.
- The minimum information included should be as follows:
  - Type and model of equipment
  - Identification mark
  - Its normal location
  - Date of inspection
  - Person who carried out the inspection
  - Any faults found and the actions taken
  - To whom the faults have been reported
  - Date when the repairs were carried out

3.22 Housekeeping

Poor housekeeping can cause accidents involving slips, trips and falls.

- The presence of lubricants, water and general waste on the floor increases the risk significantly. The correct control technique is to prevent such substances and articles from reaching the floor.
- Tidy up your own waste and keep your work area clean. Accumulated waste is a fire risk and a potential trip hazard.
- Do not leave equipment where they will be a hazard for others.
- Keep all access ways, stairs and corridors free from materials, waste and other obstructions.
- Keep all staff areas tidy.
- Toilets and washing facilities to be kept clean and sanitary.
- Make proper use of all equipment and facilities provided to control working conditions/environment.

3.23 Ladders

- Ladders/step ladders may be used to gain access up to the higher levels if no other equipment is available.
- Never take short cuts- i.e climbing up where you are not supposed to/ standing on something unstable.
- Work may only be carried out from a ladder when the job is of short duration and can be done safely.
- Never over-reach at the working position.
- Before using a ladder, inspect to ensure its not damaged- check for splits/cracks in the stiles and rungs. Check none are missing or loose.
- Never attempt to repair damaged ladders.
- Ladders should be set on a firm base, resting at an angle which is not too steep, and not too flat.
- If the ladder cannot be tied at the top, it must be fixed at the bottom or a second person must foot the ladder before it is used.
- Ensure your footwear is free from oil or grease before you climb any access equipment.

3.24 Hot Weather Working

Working outside in excessively hot weather can lead to severe effects i.e. sunburn/ sunstroke/heat exhaustion. Employees must take sufficient breaks in shaded areas, drinking regular amounts of liquid and use sun protection when necessary.

3.25 Skin Protection and Personal Hygiene

In the course of your job you may have to handle materials and substances that can be harmful and may damage your skin.

- You should make sure that you are fully aware of the materials/substance being handled and you should always read instructions before handling or using them. Always wear PPE where it is advised to do so i.e. gloves, goggles, respirator etc.
- Make full and proper use of barrier creams and hand cleaning materials provided for your protection and personal hygiene.
- Always maintain a high level of personal hygiene by regular and thorough washing, particularly after handling materials and substances that may be harmful.

- Never eat or drink whilst using or handling materials or substances which may be hazardous.
- You should frequently change your workwear, never continue to wear workwear that has become contaminated with hazardous substances, particularly mineral oils.

3.26 Working at Height

- If you are working at height, beware of people working below. Let them know you are there and take precautions to prevent things from falling, by the use of e.g. suitable guard rails, barriers, and the use of tool belts etc.
- Always follow the relevant safe working procedure for each task.
- Contractors or employees requiring access to fragile roofs, storage silos, etc must use crawling boards, guard rails, safety harnesses and a proper means of access. Barriers and warning signs are to be used to inform people that high level work is taking place in that area.
- Never over-reach at the working position.
- Ensure your safety footwear is free from oil or grease before you climb any access equipment.

Planning work at height

- Ensure that no work is done at height if it is safe and reasonably practicable to do it other than at height; Whenever possible avoid working at height if it is reasonable practicable and safer to do so another way.
- Ensure that the work is properly planned, organised and appropriately supervised to be as safe as is reasonably practicable and ensure all work at height is only carried out by trained competent persons
- Ladders can be used when, after assessing the risks a ladder is most appropriate as its low risk and for a short duration.
- Short duration defined as 15 and 30 minutes depending upon the task.
- Ladders can also be used for low risk work where there are features on the site that mean a ladder must be used.