

Roof Ladder Access & Transitions

TRADE: ROOFING

LEADER GUIDE: 8-12 MINUTES

USE WHAT FITS TODAY

LEADER NOTE

Do not read this sheet word-for-word. Pick the sections that match today's task, point to the actual equipment/work area, and get the crew to answer the questions out loud.

WHY THIS MATTERS

Use today's Roof Ladder Access & Transitions talk as a quick crew check on falls while stepping on/off ladders at roof level. Talk through the real conditions, the controls in place and what would make the crew stop and reset the job. Falls usually start with a small setup problem: the wrong access method, a missing edge/opening control, an unstable base, or a worker reaching farther than the system was designed to allow. The crew should be able to point to the fall exposure and the exact protection before anyone climbs or steps into the area.

A SCENARIO TO DISCUSS

The crew begins Roof Ladder Access & Transitions with the planned edge/opening controls in place. Another trade moves a guard, cover, ladder, or material to get through. Nobody is injured and the task is still on schedule. What must be rechecked before anyone is exposed again?

BEFORE WORK STARTS

- Walk the actual access route and point out edges, openings, transitions and landing areas before anyone climbs.
- Inspect the selected ladder/scaffold/lift/fall-protection components and remove damaged equipment from service.
- Clear the base and landing areas so the access system cannot be struck, blocked or set on unstable footing.
- Secure ladders against movement and provide required extension/handhold at the landing.
- Keep the access point clear of loose material and trip hazards.

SAFE WORK SEQUENCE / CONTROLS

- Secure ladders against movement and provide required extension/handhold at the landing.
- Keep the access point clear of loose material and trip hazards.
- Face the ladder and maintain control during the transition to/from the roof.
- Protect the ladder from traffic and unauthorized relocation.
- If conditions change, stop long enough to make sure the control for falls while stepping on/off ladders at roof level still works for the job in front of you.

COMMON FAILURE POINTS

- Choosing access equipment that is too short, unstable or poorly positioned for the actual reach.
- Allowing a guard, cover, tie-off point or walking surface to change without stopping exposure.
- Carrying material or reaching in a way that moves the worker's center of balance outside the safe system.

STOP AND RESET IF...

- Required guardrails, covers, access equipment or fall protection are missing, damaged or moved.
- The walking/working surface becomes wet, unstable, obstructed or otherwise different from the planned condition.
- The task requires reaching, climbing or positioning outside the safe working limits of the selected system.

QUESTIONS THAT SHOULD CHANGE THE JOB

1. Where is the actual fall exposure in today's work path, and what protects the worker at that exact point?
2. What access/fall-protection component must be inspected before use, and what defect would take it out of service?
3. What part of the task could tempt someone to overreach, climb, step around a guard, or leave the protected position?
4. If the surface, access, guard, anchor, weather, or work position changes, what has to be reset before anyone continues?
5. What must be rechecked before anyone is exposed again?

MAKE IT REAL ON THE JOB

Point to the fall exposure and physically show the crew the access/protection that controls it.

BEFORE YOU RELEASE THE CREW

Before the crew starts, everyone should be able to explain the hazard, point to the control being used today, and name the condition that would make the work stop.



ATTENDANCE & SIGN-OFF

Roof Ladder Access & Transitions

Project / Job:		Date:	
Talk leader:		Location:	

CREW ACKNOWLEDGMENT

By signing, attendees confirm they participated in this toolbox talk and had the opportunity to raise job-specific questions. Signatures do not replace required training, qualifications, permits or certifications.

#	Name	Company / Trade	Signature
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QUESTIONS / CONDITIONS / CORRECTIVE ACTIONS

END-OF-TALK CHECK

☐ Crew can point to the main hazard.	☐ Critical control is in place and usable.
☐ The responsible person/check is clear.	☐ Stop/re-brief conditions were discussed.