

CONSTRUCTION SITE PROTOCOL

The Windham School Board understands the interest of citizens when construction is in progress on our school campus sites. However, in order to ensure the safety of our citizens, the School Board strongly discourages visitors to construction sites. Therefore, the School Board has established the following protocol which is intended to define the parameters for all non-construction personnel during the construction phase of renovation and new construction at the Windham school campus.

1. All non-construction personnel, including Windham School Department staff, students, or guests of staff and students, Windham Town staff or officials or guests of Town staff and officials, must observe all temporary and permanent construction barricades, posted notices, and/or other communications from the Owner's Representative, the Clerk of the Works, the General Contractor and/or all related sub-contractors. Any such temporary or permanent construction barriers, postings, or communications shall take precedent over existing physical byways, way-finding signage, postings, or other procedures and protocols currently in place.
2. Non-construction personnel wishing to enter the construction site must first notify and receive the permission of the Owner's Representative, the Clerk of the Works or the General Contractor. All non-construction related site visits must be justified and approved by one of the above-mentioned parties and all site protocols must be observed during any such visits.
3. Once approved to enter the construction site, non-construction personnel and visitors to the site must enter through approved means of ingress and egress and must register at the construction site's temporary operations trailers. A sign-in log will be maintained by the Clerk of the Works and/or General Contractor, and the individual must register name, association and purpose of entering the construction site in this log.
4. All non-construction personnel and visitors to the site must be escorted by a representative of the Owner, the Clerk of the Works, or the General Contractor at all times. Individuals must observe all site safety protocols while on-site including, but not limited to, the use of a hardhat, safety-rated eye protection, hearing protection and/or fall protection devices. Individuals must observe all safety barricades and notices.
5. Individuals entering the site must recognize and respect the nature of the work being performed and conduct themselves in a manner that does not interfere with or in any way hinder the performance of the work.

Non-Construction Personnel or Visitor: None-construction personnel and visitors are individuals NOT employed by the General Contractor or a Sub-Contractor, or anyone not listed under Construction Personnel.

Construction Personnel: General Contractor and Sub-Contractors; Superintendent of Schools or designee; Owners Representative; Clerk of the Works; Construction Administrator representing the Architect

First Reading August 14, 2002 (2nd reading waived)

Approved August 14, 2002

WINDHAM SCHOOL DEPARTMENT