



## **WESTMINSTER SCHOOLS PROJECT**

### **Site Rules for Delivery Drivers**

#### Delivery Times

- Monday to Friday 08:00 to 18:00
- Saturday 08:00 to 13:00

NO DELIVERIES PERMITTED OUT OF THESE HOURS.

### **Drivers' safety rules:**

- When required reversing of delivery vehicles shall be assisted by a Traffic Marshall/banks man
- Site speed limit is 5 MPH or 8 KM/H
- Drivers are to obey all instructions given to them whilst on site either by the Security staff or Traffic marshall/Banks man, or any member of the Bouygues UK staff.
- Drivers are not to use mobile phones while driving on site
- Drivers WILL remain in their vehicles unless they are wearing minimum acceptable site PPE. (Head protection, hi-viz vest / jacket and safety footwear).
- If the vehicle is left unattended. It must be left in a safe and secure manner. I.e. brakes applied & engine switched off.
- Only authorized persons may enter the vehicle unloading / loading area
- If the driver leaves his vehicle he must inform Site security where he is going e.g. toilet, canteen etc.
- Drivers will not be allowed to walk around the main site area unless they have attended a full site safety induction or they are escorted.
- All vehicles are to STOP at the exit gate and prior to moving out onto the public highway.
- BEWARE of pedestrians and oncoming traffic when leaving the site.

### **Off Loading Stores/Equipment**

Your vehicle will be marshaled to their respective crane off loading area due to the restricted site working area.

Note: It is the responsibility, of the driver's employer to ensure that their drivers have their correct PPE, before they come to site, if they have to leave their cab to assist in any way the off loading of their vehicle.

**PLEASE ENTER & DEPART  
SLOWLY AND QUIETLY.**