Caloundra Lighthouses –
Operational Procedures
CLH 01 - Public Access Checklist

There are a number of areas where the buildings do not conform with the Australian Building Code 1990, hence classification and public access is dependent on the availability of guides to adhere to the operating procedures.

Locking, jack pump, power switches/video intercom on/off.

Importance of safety acknowledgement - visitor’s name, signature, date, time in & time out
Carry a mobile phone.

Enquire if visitors are physically capable, vertigo issues, physical size issues
headroom on ladder, hatch, long stair in Signal Station. Request visitors to take due care and to comply with trainer’s/guide’s instructions. Monitor usage of the building and give directions to visitors if required. Ensure smooth flow of visitors through the building, Supervision of children.


1896 Lighthouse
Rope and gloves in lantern as a last resort.

Monitor compliance regarding the limitations on the number of people permitted in the building at one time.
   □ a ratio of one guide to a maximum three visitors;
   □ a maximum of nine visitors plus three guides in the building;
   □ a maximum of six visitors plus two guides above the ground floor;
   □ a maximum of three visitors plus one guide at lantern/balcony level;
   □ a maximum of two people on the balcony.

Inform visitors of physical conditions within the building, low headroom, low balustrades, trapdoor, hatch. Latch the front door open during use, Watch for heads hitting top of hatch when climbing into lantern. Close the lantern trapdoor. One at a time in stair/ladder unless helping.

Lead paint issues - interior of tower, wash hands, tap, detergent.

1968 Signal Station
Min two guides for groups of more than eight visitors. Useful to have someone at ground level.

Stair issues, fitness levels, leave space between people. One guide per eight visitors. Max 16 people at one time plus two guides at Signal Station level. - Eight down then eight up. Use the handrail - Keep that hand free. Stairs slippery if wet. Take care around top of stairs

Electrical & communications equipment is functional - issues.

The balcony has a low handrail do not lean over, hold or drop objects over.

Currently no access to floor above Signal Station and to Generator Building.

Evacuation plan, Appliance parking to north, request longer ladder

Name (print)........................................... Signed...........................................

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Sunshine Coast
Regional Council

Name (print) ........................................ Signed ............................................................

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Safety Acknowledgement

By entering the lighthouse, it is deemed that you have read, understood, and will abide by the following:

- Sign Register at Signal Station before entry and at exit.
- Requires reasonable ability, fitness level and comfort with heights. Apologies to others.
- Children under 16 require adult supervision.
- No thongs.
- Comply with directions of guides.
- Strict limits apply to visitor numbers.
- No smoking or alcohol.

1896 Lighthouse
- The front door has low headroom.
- The stairs and ladder are steep and there is a tight trapdoor & hatch.
- Stair has low headroom at first floor.
- Only one person at a time on stair and ladder unless helping.
- Both hands free, no loose items.
- Climb facing the stair and ladder.
- The balcony has a low, open balustrade and care is required.
- Internal paintwork in the base contains lead, so do not lick paint or your hands.
- Wash hands after visit.
- Tap provided on Signal Station.

1968 Signal Station
- Be prepared for 47 steep winding stairs, leave space between people.
- Use the handrail - keep that hand free.
- Stairs slippery if wet.
- Take care around top of stairs.
- Supervise children.
- Electrical & communications equipment is functional - do not touch.
- The balcony has a low handrail do not drop objects over.
- No access to floor above Signal Station.
2.7 kg dry powder type fire extinguishers are located in:–

- The 1896 Lighthouse on every level - ground, first & lantern.
- The 1968 Signal Station on every level.
- The Auxiliaries Building.

Fire extinguishers to be maintained in accordance with AS 1851 - 2005 Maintenance of Fire Protection Systems & Equipment.

The emergency lighting systems in the 1896 Lighthouse and 1968 Signal Station to be maintained as required by AS 2293.1—2005 Emergency escape lighting and exit signs for buildings Part 1: System design, installation and operation

Visitors to the buildings have acknowledged that smoking is not permitted in the buildings, and guides should be vigilant in enforcing this requirement.

In the event of fire, visitors are to be evacuated from the buildings and to assemble in the carpark.

Alert the Fire & Rescue Service on 000.

A rope and gloves are stored in the 1896 lighthouse in the lantern as a secondary escape method.

The door to the 1896 lighthouse is inward opening and is to be latched open when the public are visiting the building.

The ladders in the Auxiliaries Building can be used to access the 1896 lighthouse externally. The shorter ladder reaches the roof of the Auxiliaries Building and is to be secured at the top to the eye bolt in the roof slab with a tie down strap stored with the ladders. The longer ladder reaches from the roof slab to the balcony railing and is to be secured top & bottom with tie downs.
GENERAL MEETING 14TH NOV 2017 at the SIGNAL STATION

Open Days. Motions were passed to ensure that a minimum of (2) persons to open one building (Signal Station) + a responsible adult to supervise guest on the outside platform and (4) persons to open all buildings. Thongs to be permitted in Signal Station but not in old lighthouse. Better arrangements to remind people about washing hands should be available.