

**Technologies (Powered Hand Tools) – Risk Assessment Template No.52 (List additional hazards, risks and controls particular to your school using Template No.74)**

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Control measures	Is this control in place? Y/N	If no, what actions are required to implement the control?	Person responsible	Date action completed
General use of powered hand tools		Unsupervised use leading to injury  Injury due to incorrect use  Electrocution	H	Any unauthorised use of powered hand tools is prohibited  Students are prohibited from using certain tools e.g. portable circular saw  Students are instructed by their teacher before using any powered hand tool  Powered hand tools to be used by teachers only are clearly identified  Students are supervised by their teacher when using any powered hand tool  Powered hand tools are used in the manner for which they were designed to be used				
Defective powered hand tools		Electrocution/ electric shock  Fire	H	Defective powered hand tools shall be clearly identified, labelled as out of use and stored separately to prevent accidental use. Report defects to person in control of the workplace to ensure all items are repaired or replaced				
			H	Powered hand tools are electrically tested by a competent person as necessary				
		H	Powered hand tools should be visually checked before use and inspected as follows:  <b>Tools/appliance</b> <ul style="list-style-type: none"> <li>• On/off switch is working correctly</li> <li>• No signs of damage to casing</li> <li>• No loose parts or missing screws</li> <li>• Live parts are properly guarded so as not to be inadvertently accessible</li> <li>• Ensure equipment is disconnected when not in use</li> </ul> <b>Cables</b> <ul style="list-style-type: none"> <li>• Securely anchored to the plug with no signs of cuts, frays, brittleness, leads kinked or coiled, taped joints, overloading (overheating indicated by colour change or smell), cable cores not externally visible</li> </ul> <b>Plug</b> <ul style="list-style-type: none"> <li>• Securely anchored, no sign of cracked casing, overheating, loose or bent pins</li> </ul> <b>Socket outlet</b> <ul style="list-style-type: none"> <li>• No cracks or damage or sign of overheating</li> </ul>					

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Using electricity in damp areas		Electrocution / electric shock	H	No powered hand tools or electrical equipment of voltage greater than 125 volts AC (other than portable transformers and portable generators) are used in damp locations  No portable hand lamps of voltage greater than 25V AC or 50V DC are used in damp locations				
Electrical equipment becoming live		Electrocution	H	Tools and other portable equipment are only plugged into a circuit protected by an RCD (Residual Current Device)				
			H	The operation of the RCD is checked by pressing the test button regularly and the RCD is tested periodically by a competent person to ensure that it operates at correct leakage current (leakage current not exceeding 30 mA in a time of not more than 0.3 seconds)				
Direct contact with moving parts		Cutters, blades, abrasive wheels and sanding discs, contact with which can cause injuries	H	Before use, a visual check should be carried out to ensure where applicable, all guards and covers are fitted, in good order and there are no visible faults				
			H	Equipment used in compliance with manufacturer's instruction				
			M	The operator's manual is available				
			H	Dangling jewellery is prohibited				
			H	Long hair is tied back				
Ejection of fragments		Flying objects or fragments causing injury	H	Eye protection is worn and guarding is used where required  Grinding wheels and discs are properly stored				
Contact with the open end of a compressed air line, which can force air through the skin into the blood stream		Death	H	All students are supervised whilst working with compressed air				

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Trailing cables and compressed air lines, which could be tripped over		Trip hazard resulting in possible fall, fracture, concussion or contact with dangerous parts of machinery leading to amputation	H	Good Housekeeping				
			H	Review permanent trip hazards with a view to eliminate same				
Noise		Hearing damage	H	Noise measurements are carried out where necessary by a competent person  Warning signs are in place beside noisy equipment and are visible  Hearing protection is worn where necessary				
Unsecured work piece		Movement of work piece leading to injury during use	H	Appropriate clamps in place to ensure that work pieces are secured, where applicable				
Ingestion of contaminated material  Contact with hazardous materials		Poisoning or ill health  Exposure to hazardous materials	M  M	Food and drink are prohibited in working area  Personal hygiene is promoted (washing of hands, use of barrier creams etc.)				

If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken.  
**Medium Risk (M)** actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

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**Risk Assessment carried out by:** \_\_\_\_\_

**Date:**    /    /