

Home Economics - No.34 Portable Electrical Appliances (List additional hazards, risks and controls particular to your school using the blank template no.69)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Controls (When all controls are in place risk will be reduced).	Is this control in place?	Action/to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date completed
Damaged electrical fittings and equipment		Electrocution Cuts	M	Defective electrical equipment 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. Complete 'No.20 - Portable Electrical Appliances'				
Incorrect use of, unsafe use of or defective portable electrical appliances		Electric shock	H	Sewing machines checked by a competent person on a regular basis, as appropriate				
		Fire						
		Puncture wounds	H	Sockets are not overloaded and cables are kept clear of sink areas				
		Entanglement	H	Service records are maintained				

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.

Risk Assessment carried out by: _____

Date: / /