

Technologies - No.64 Vacuum Former (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
Unprotected heat sources		Burns	H	The heating system is shielded or guarded (in accordance with manufacturer's guidance) to prevent accidental contact with hot surfaces				
Overheating of equipment		Fire	H	Timer with audible warning device to prevent overheating				
Direct contact with moving parts		Injuries causing laceration, amputation, bruising, fracture or burns	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				
			M	Operators manual is available where required				
			H	Dangling jewellery prohibited				
			H	Long hair is tied back				
Electric shock, electrocution, burns, death		Electric shock/fire/ burns	H	Visual check carried out prior to use				
			H	Machines are serviced by a competent person and service records kept as part of the maintenance schedule				
			H	Defective electrical equipment shall be clearly identified, labelled as out of use and stored separately to prevent accidental use. Ensure all faults are recorded in log book. Ensure any previous faults have received attention. Report defects to person in control of workplace to ensure all items are repaired or replaced				
			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). Applicable to plug & sockets arrangements				
			H	Ensure cables are free from damage, do not have any non-standard joints or show any signs of overheating				
			H	Ensure equipment is disconnected or isolated when not in use				

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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
Unsupervised use of machines		Unsupervised use leading to injury	H	Pupils are prohibited from using certain machinery				
			H	Pupils are supervised by teacher when using any machine				
			H	Pupils are instructed by teacher before using any machine				
Inadequate signage		Inadequate information and warnings leading to unsafe use of machine and injury	M	Warning signs are prominently located and maintained in good condition				
Ingestion of contaminated material		Poisoning or ill health	M	Food and drink are prohibited in working area				
Contact with hazardous materials		Exposure to hazardous materials	M	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.

Risk Assessment carried out by: _____

Date: / /