



Risk Assessment for D&T Sessions for School Year 2020-21

stephodonnell@outlook.com
www.primarydt.co.uk

Steph O'Donnell Primary Design & Technology

Task, activity, tool or environment	Hazards	Who is at risk	Actions taken to reduce or eliminate the risk	Probability	Risk
Using PVA Glue	Contact with skin, hair eyes etc ingesting	All participants	<ul style="list-style-type: none"> Participants instructed not to use excessive amounts and to avoid spillages. Spillages should be cleaned up promptly. Only approved products are to be used. Adhesives to be water based rather than solvent based and be non-toxic. Participants should wash their hands after use. Remind particularly young or SEN children they should not eat the glue and monitor the children. 	Possible	Low
Cool melt Glue guns (I DO NOT advise/ use hot melt guns in primary. Temperature s in the range 160 to 190 C.)	Burns, due to hot components and glue Electrical faults Trips on wires	All participants	<ul style="list-style-type: none"> Use only cool melt glue guns - considered safer. Temperature range 90 and 110 C Participants are supervised during the activity and given instruction in the safe use of any equipment used. <ul style="list-style-type: none"> - Explain the risks and demonstrate the safe use. - Point out good practice for handling and placing the glue gun on the table. - Inform participants what to do if glue comes into contact with their skin – rub it to remove it immediately. - Only 2 participants to be at the glue gun table at a time – one on either end. Use pegs to clamp the cardboard where possible. Turn off the glue guns when they are not going to be used for 40mins or more. Any electrical equipment should be regularly tested for electrical safety. Keep wires at the back and tangle free. Not trailing over walk ways. Use cold water to treat any burns quickly. 	Possible	Medium
Scissors	Cuts and nips	Children	<ul style="list-style-type: none"> Only safety end and round-headed scissors are used. Pupils are appropriately supervised during the activity and given instruction in the safe use of any equipment used. Scissors must be counted out and in and be properly stored Any faulty or damaged scissors are disposed of. 	Possible	Low risk

Using wire trimmers	Cuts and nips	All participants	<ul style="list-style-type: none"> • Demonstrate the correct use and point out the dangers. • Participants are supervised during the activity and given instruction in the safe use of any equipment used. • Wire trimmers must be counted out and in and be properly stored • Any faulty or damaged trimmers are disposed of. 	Possible	Low risk
Wiring up circuits	Pokes with the wire	All participants	<ul style="list-style-type: none"> • Inform participants that the ends of the wire can be sharp. • Power is 1.5V batteries which are quite safe to use will be given out after the circuits are built and ready to be tested. 	Possible	Low risk
Using hack saws	Cuts and abrasions	All participants	<ul style="list-style-type: none"> • Participants are supervised during the activity and given instruction in the safe use of any equipment used. • Demonstrate the safe use, carrying and storage of hack saws. • Ensure children use bench hooks correctly. • Count the hack saws out and in. • Any faulty or damaged hack saws are disposed of. 	Possible	Low risk
Sewing	Needle injury	All participants	<ul style="list-style-type: none"> • Demonstrate the activity and point out safe storage of needles. • Participants supervised during the activity. • Needles counted out and back in. Check the floor for stray needles at the end. • Needles should not be left on the children's table but returned or pinned into something when not in use. • Use safety pins rather than seamstress pins so the sharp end is tucked away. • Children can open safety pins to remove them but must fasten them up immediately. 	Possible	Low risk
Making holes in paper, card & plastic	Stabbing injuries and cuts	All participants	<ul style="list-style-type: none"> • Demonstrate the correct use of hole punchers and craft punches. • When using a pencil to punch holes point them away from the face and take care of fingers. Using blue tac if necessary. 	Possible	Low risk
Fire in the building	Burns, getting lost during evacuation	All participants	<ul style="list-style-type: none"> • Make sure I am familiar with the fire procedures of the building and inform others of them if they are unfamiliar with them. • If I have sole responsibility then I will take a register at the start of the session and take it with me to the meeting point in the event of a fire. 	Possible	Low risk
Syringes for hydraulics/ pneumatic systems	Finding used syringes outside	Children	<ul style="list-style-type: none"> • Tell the children that the syringes in class are safe because they are new, unused and given to them by a trusted adult. • Syringes outside are not safe and should not be touched by any means (children often think they can kick them!) Advise them to tell a trusted adult if they find one. 	Possible	Medium

In the event of any of the above happening I will inform the staff at the school I am working in and seek the attention of a first aider if required.