

Health & Safety Code

Design & Technology

The biggest danger in the D&T room is YOU!
You are at risk when you don't understand the hazards or you are careless, or both.
The person most likely to suffer from your mistakes is YOU!
Report any accident, spillage or breakage to your teacher.

The room/workshop is a much safer place to work in if you follow this code:

Before lesson you must:

1. **NEVER** go into a room/workshop without **PERMISSION**.
2. **ALWAYS** walk into the room/workshop and **NEVER** run or push anyone.
3. **ALWAYS** know where there is an emergency exit.
4. **ALWAYS** stay in sight of your teacher - **DO NOT** leave the room without permission.

During the lesson you must:

1. **ALWAYS** be well behaved. Teachers will follow the behaviour policy and the DT Classroom Contract - **READY, RESPECT, SAFE**
2. **ALWAYS** wear an apron in the workshop, tuck you tie in your shirt, tie up your apron. Do not have anything loose that could get caught in a machine.
3. **ALWAYS** tie long hair back.
4. **ALWAYS** put your bag under the table, no straps hanging out that somebody could trip on.
5. **ALWAYS** put chairs under the table when doing practical.
6. **ALWAYS** stand when you are doing practical work, tuck chairs away.
7. **ALWAYS** know exactly what you are doing. If not, ask your teacher?
8. **ALWAYS** wear safety goggles when told to do so.
9. **ALWAYS** report an accident, spillage or breakage immediately.
10. **ALWAYS** be sensible, concentrate and do not distract others using equipment or machines.
11. **ALWAYS** work tidily. Put things away in the right place, the workshop must be left tidy and safe for the next class.
12. **ALWAYS** use the right tools for the job you are doing.
13. **ALWAYS** carry sharp tools and hot items very carefully.
14. **ALWAYS** know where the emergency stop buttons are in the workshop. Only use in the event of an emergency.
15. **ALWAYS** be aware of the risks. Your teacher will explain the risk assessments.
16. **ALWAYS** report any cuts or abrasions, burns or chemical splashes on your skin.
17. **NEVER** put anything in your mouth. Do not eat, chew or drink.
18. **NEVER** interfere with equipment without permission.
19. **NEVER** sit on a table or benches.
20. **NEVER** remove safety guards or tamper with machines.
21. **NEVER** rush about or throw things in a room/workshop.

At the end of a lesson:

1. **ALWAYS** tuck in chairs or place on the table (if it is the last lesson of the day)
2. **ALWAYS** Hoover, sweep, wipe and clean tables and benches. Sweep around machines.
ALWAYS leave the workshop clean and tidy.
3. **ALWAYS** wash hands if you have been using chemicals/dyes/glues etc
4. **NEVER** take anything out of the room/workshop without permission.