



Cronton C.E. Primary School Risk Assessment – Design and Technology

Date of assessment: 21.1.22

Name and position of person carrying out assessment: Sarah Jones

Date for review: 21.1.23

Hazard RED – H AMBER – M GREEN – L	Who could be affected?	Risk	Initial level of risk: low (L) medium (M) high (H)	Control measures	Additional Information
Round ended scissors	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> Scissors could cut fingers and hands when been used. Scissors can stab and injure. 	L	<ul style="list-style-type: none"> Avoid injury by choosing tools appropriate to task and appropriate to the age and experience of the user. Scissors to be used to cut paper and thin card. Children to be made aware that the blades are sharp and could cause a pinching cut. Left-handed scissors should be offered for left handed children. Children who are likely to cause injury to themselves or others are prohibited from using scissors. All activities using scissors to be supervised. Pupils to be taught how to carry scissors- blades closed and held in a gripped palm, never carried with blades pointing outwards. Pointed-ended scissors should be avoided. Only round-ended scissors should be used with pupils (one blade maybe round and the other pointed). 	<ul style="list-style-type: none"> DO NOT USE scissors where both blades end in a point. Prior to use a member of staff should check the blades to ensure they are not damaged. Some scissors should be kept solely for the use of fabrics to keep them sharp. Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using the fabric scissors.</p>
Fabric scissor blades	Pupils, teaching staff, teaching assistants,	<ul style="list-style-type: none"> Scissors could cut fingers and hands when 	L	<ul style="list-style-type: none"> Pupils are shown how to correctly hold and cut with the fabric scissors, making sure they keep them close to the desk and do not cut with fabric in the air. 	<ul style="list-style-type: none"> Prior to use a member of staff should check the blades to ensure they are not damaged. Fabric scissors should be kept

	adult helpers	<ul style="list-style-type: none"> • been used. • Scissors can stab and injure. 		<ul style="list-style-type: none"> • Scissors must be closed and held down by the side when carrying them around the classroom. • When scissors are not in use they must be left closed on the desk. • Avoid injury by choosing tools appropriate to task and appropriate to the age and experience of the user. • Children to be made aware that the blades are sharp and could cause a pinching cut. • Left-handed fabric scissors should be offered to left handed children. • Children who are likely to cause injury to themselves or others are prohibited from using scissors. • All activities using fabric scissors to be supervised. 	<p>solely for the use of fabrics to keep them sharp.</p> <ul style="list-style-type: none"> • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using the fabric scissors.</p>
Hacksaw - Blades	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> • Hacksaw blades could cut fingers and hands when been used. 	M	<ul style="list-style-type: none"> • KS2 children should have the close supervision of an adult when using the hacksaw. • Only staff to replace worn blades by holding the hacksaw in a holding device whilst compressing the frame (replacement blades are replaced with the teeth pointing forwards.) • Teeth point forwards on the blades for ease of cutting- the cut will be on the push, not the pull. • Pupils who are likely to cause injury to themselves or others are prohibited from using hacksaws. • Pupils to be taught how to hold the hacksaw correctly. • Pupils to be taught to ensure they have sufficient personal space to use the saw. • The sawing of a piece of wood to be modelled to pupils, always using a bench hook and not saw directly onto the table. • Pupils to be taught to draw the saw back a 	<ul style="list-style-type: none"> • Prior to use a member of staff should check the security of the blade in the frame and that the blade has no broken teeth. • Where possible hacksaws to be stored away from children's access. • Where possible, the easier to hold plastic handled hacksaws are used in preference to the traditional type with a loop shaped handle. • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary.

				<p>couple of times to make a starter notch before beginning sawing action.</p> <ul style="list-style-type: none"> • Pupils to be made aware that the blade of the hacksaw is sharp and could cause cuts to the skin. • All activities using a hacksaw to be supervised. • Pupils to be taught not to enter the workstation where the hacksaw is being used unless asked to do so by an adult. 	<p>Children and staff to be read the risk assessment before using the hacksaws.</p>
Hacksaw - Dust	Pupils, teaching staff, teaching assistants, adult helpers	- inhalation of dust	L	<p>Dust must not be blown away as this increases the risk. Protective goggles must be worn by those who are using the hacksaw.</p> <p>Pupils to be taught to ensure they have sufficient personal space to use the saw.</p> <p>- All activities using a hacksaw to be supervised</p>	<p>- Sawdust/waste materials to be cleaned up in a timely manner.</p> <p>- Hacksaws must not be used on expanded polystyrene.</p> <p>- Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary.</p> <p>Children and staff to be read the risk assessment before using the hacksaws.</p>
Pins and Sewing Needles	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> • They can prick fingers when been used. • Pins left lying around can cause injury to other body parts. 	L	<ul style="list-style-type: none"> • Pupils are told not to put pins and sewing needles in their mouths, to avoid injury from pricking and to avoid germs that may be on them. • Pins and sewing needles must be put back into the pin pots when not been used and not left on desks or chairs. • Pupils have been shown how to use pins and sewing needles correctly to avoid pricking fingers. 	<ul style="list-style-type: none"> • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using pins and sewing needles.</p>
Fabric Dyes	Pupils, teaching staff,	<ul style="list-style-type: none"> • Fabric dyes should not 	L	<ul style="list-style-type: none"> • Aprons must be worn when using fabric dyes. • Paint brushes are used and fabric is laid in a tray 	<ul style="list-style-type: none"> • Report any damages or incidents to DT lead instantly.

	teaching assistants, adult helpers	<p>be ingested as they are not edible.</p> <ul style="list-style-type: none"> • Could cause skin irritation to those with sensitive skin. 		<p>to minimize contact of fabric dyes onto the skin.</p> <ul style="list-style-type: none"> • Students are instructed to wash hands thoroughly after use. • When tie dying, plastic gloves are used to avoid contact with skin. 	<p>These will be recorded and risk assessment reviewed if necessary.</p> <p>Children and staff to be read the risk assessment before using the fabric dyes.</p>
Using Fabrics	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> • Cotton cuts 	L	<ul style="list-style-type: none"> • Cotton strands etc. are cut using only scissors. • Only materials, which can be easily sewn and/or stitched, are to be used to avoid excess pressure being used to sew materials together. • Finger bobbins are supplied to help pupils sew • materials which are denser to work & sew 	<ul style="list-style-type: none"> • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using fabrics.</p>
Using glue	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> • Contact with skin, hair eyes etc. 	L	<ul style="list-style-type: none"> • Pupils are instructed not to use excessive amounts and to avoid spillage's at all times • Only approved products are to be used • Adhesives to be water based rather than solvent based and be non toxic • "Super –glues" and wallpaper paste containing fungicides should not be used. • Children should not use spray adhesives. They may be highly flammable and/or toxic. Caution should be advised when and where they are used, the area must be well ventilated. • Any glue which gives off heavy vapours should not be used unless the area is very well ventilated. • Manufacturer's instruction should be read and followed by staff to become aware of the possibility of solvent abuse 	<ul style="list-style-type: none"> • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using glues.</p>

				<ul style="list-style-type: none"> and children becoming sensitised to solvents and glues etc. 	
Glue guns	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> The heat can cause burns Electric shocks Trip hazard 	M	<ul style="list-style-type: none"> Only low temperature glue guns are used. A designated workstation for the use of the glue gun is set up in the classroom to ensure there is adequate space. Close adult supervision is used. Pupils are taught never to use glue guns with wet hands. Teachers model to pupils how to safely hold and use a glue gun. All wires are kept away to avoid trailing wires and trip hazards. 	<ul style="list-style-type: none"> Cold water is available in case of emergency. A First Aid kit is accessible and staff are trained in the use of emergency first aid. Staff carry out visual checks of the plug and cable before every use. Regular PAT tests are carried out and recorded. Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using glue guns.</p>
Other Small sharp edged tools (knives, files, cutters, hole punches)	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> Cuts 	L	<ul style="list-style-type: none"> Equipment is used only by pupils, after they have been shown how to use it and under the supervision of a teacher. 	<ul style="list-style-type: none"> All equipment to be accounted for and stored away at the end of the lesson. Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using small sharp edged tools.</p>

Batteries (dry and rechargeable)	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> - Burns - fire 	M	<ul style="list-style-type: none"> - Batteries should be stored in an upright position so that they are not touching and discharging against each other. - Pupils should be taught the correct way to connect batteries to a circuit. - Pupils should not be allowed to short circuit any battery, in particular the rechargeable type, as this can lead to overheating. - Batteries should never be left loose to mix with other metal items. - Disposable or dry cell batteries should never be charged. - Different types of battery should never be mixed. - Batteries should never be cut open. - Care should be taken when disposing of old batteries as they are liable to leak. They should be placed in a sealed container or plastic bag and disposed of safely, preferably into an external bin. 	<ul style="list-style-type: none"> - Where rechargeable batteries are used the rechargeable unit should be used by the teacher and be subject to an annual portable appliance test (PAT). - Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using batteries.</p>
Wood	Pupils, teaching staff, teaching assistants,	<ul style="list-style-type: none"> • Some woods produce dust and may be a respiratory hazard. Risk of dermatitis and other adverse reactions, along with splinters, when working with wood. 	M	<ul style="list-style-type: none"> • Provide protective masks to avoid inhalation of dust if using a wood that produces dust. • Cutting, shaping and piercing wood should only be done when mechanical devices are securely holding the material. • Adult support should be provided for working with wood for activities. 	<ul style="list-style-type: none"> • A First Aid kit is accessible and staff are trained in the use of emergency first aid. <p>Children and staff to be read the risk assessment before using wood.</p>
Wire	Pupils, teaching staff, teaching	<ul style="list-style-type: none"> • Risk of injury to the face and eyes. 	L	<ul style="list-style-type: none"> • Use masking tape on ends of wire to avoid injury to body and eyes. • Wear safety glasses when cutting wire. 	<ul style="list-style-type: none"> • A First Aid kit is accessible and staff are trained in the use of

	assistants,			<ul style="list-style-type: none"> Working in pairs allows children to support each other, minimising risk. Space between children needs to be sufficient to avoid injury. Cut wire to appropriate lengths prior to activity. Use suitable cutters for the gauge/thickness of wire. Store wire cutters securely. Allow time for demonstration and discussion of health and safety considerations, including correct and safe use of tools. 	<p>emergency first aid.</p> <p>Children and staff to be read the risk assessment before using wood.</p>
Use of balloons	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> Hygiene Asthmatic problems 	L	<ul style="list-style-type: none"> When using balloons, staff should ensure hygienic procedures are followed. Do not share mouthpieces. A balloon pump should be used if available for inflating balloons 	<ul style="list-style-type: none"> Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using balloons.</p>
Food Technology					
Slips, trips and falls	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> Injury due to slipping or tripping. 	L	<ul style="list-style-type: none"> Due to nature of activities undertaken in subject, ensure all classroom floors and in good condition and free from tripping hazards. Ensure all spills are cleaned up immediately. 	<ul style="list-style-type: none"> Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment.</p>
Use of cookers/ovens/hot plates	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> Burns Fire Scalds Electric shock 	M	<ul style="list-style-type: none"> All ovens are PAT tested and checked termly. Pupils supervised by Staff at all times. Ovens are used for food preparation only. Fire blanket kept in the area. Portable ovens are placed away from hazards such as flammable materials, class displays, 	<ul style="list-style-type: none"> In case of a burn or a scald, your first aiders are: Report any damages or incidents to DT lead instantly. These will be recorded and risk

				<p>doorways, fire escape routes, etc.</p> <ul style="list-style-type: none"> • Where a cooker is located on a trolley so that it can be transported around school it should be left to cool before being moved. • Instruct pupils in the safe use of cookers. • Limit number of pupils around cookers to ensure safe movement. • Instruct pupils about positioning panhandles on hobs and ensure regular checks are made by staff. • Provide pupils and staff with heatproof gloves, cloths etc... • Ensure staff are aware of first aid procedures 	<p>assessment reviewed if necessary.</p> <p>Children and staff to be read the risk assessment before using cookers/ovens/hot plates.</p>
Food Hygiene	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> • Food poisoning 	L	<ul style="list-style-type: none"> • Perishable foods are to be stored under refrigeration at 5 C or less, if likely to be longer than four hours before being used in a lesson and/or finished item taken home. • Hands to be washed before handling foodstuffs, after eating, after going to the toilet, after handling raw meats, fish and eggs, after contact with hair, noses, mouth, ears etc... • Long hair to be tied back. • Cuts, grazes and rings to be covered with blue plasters. • Items of jewellery removed during lesson or covered. • Aprons to be worn. • Separate chopping boards and utensils to be used for handling raw and cooked foods, and foods like vegetables and fruit. • Hot food to be thoroughly cooked to at least 63 C at the centre. Visually meat should not be pink and juices should run clear. • Hot foods to be fully cooled before placing under refrigeration. 	<ul style="list-style-type: none"> • When sending home finished products, ensure the product is labelled with the date and time it has been made. • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. This includes a parent complaining a family member has food poisoning from the food made under your supervision. <p>Children and staff to be read the risk assessment.</p>

				<ul style="list-style-type: none"> • Raw vegetables and fruit to be washed if to be eaten raw. • Food handling surfaces/ areas to be thoroughly cleaned using hot soapy water as necessary. 	
Knives/ peelers and graters	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> • Cuts • Stab wounds 	L	<ul style="list-style-type: none"> • Ensure there is good supervision at all times when knives are being used. • Ensure any accidents that do occur are addressed straight away and the appropriate first aid takes place. Incidents need to be recorded in the First aid log and this sent home to parents. • Ensure all knives are counted out and all returned and accounted for at the end of the lesson. • Pupils who are likely to cause injury to themselves or others are prohibited from using knives. 	<ul style="list-style-type: none"> • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using knives.</p>
Electric mixers/food processors/liquidisers	Pupils, teaching staff, teaching assistants, adult helpers	<ul style="list-style-type: none"> - Electric shock - Fingers/hands being cut - Burns from hot products being splashed 	M	<ul style="list-style-type: none"> • Spoons, scrapers etc. are never introduced to the mixing bowl while the mixer is in motion. • Food is never pushed down the tube of a food processor with the fingers • Food processors and liquidisers are correctly assembled with lids securely in place before being switched on. • Do not overfill mixers, processors or liquidisers. • - Mixers/food processors/liquidisers are dismantled and the separate parts thoroughly cleaned after use 	<ul style="list-style-type: none"> • Teachers to perform checks before using equipment in lessons to ensure all safety interlocks work correctly. • Report any damages or incidents to DT lead instantly. These will be recorded and risk assessment reviewed if necessary. <p>Children and staff to be read the risk assessment before using electric mixers/food processors/liquidisers.</p>
Hot surfaces and liquids	Pupils, teaching staff, teaching	<ul style="list-style-type: none"> • Burns • Scalds 	M	<ul style="list-style-type: none"> • Staff to supervise all cooking • Staff to lift lids off pans • Staff to move kettles, hot baking trays and dishes 	<ul style="list-style-type: none"> • Report any damages or incidents to DT lead instantly. These will be recorded and risk

	assistants, adult helpers			<ul style="list-style-type: none">• Staff to supervise boiling water in pans• Pan handles positioned safely away from the edge of the cooker• Remind pupils of the safety rules before every cooking lesson.	assessment reviewed if necessary. Children and staff to be read the risk assessment before using hot surfaces.
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