



## **Woodwork school policy and safety procedures**

**Never use a hand tool, a power tool or a power machine without your teachers permission and always under teachers supervision.**



**Woodworking tools can be dangerous if not used properly.**





## Some common class rules

- Always listen carefully to the teacher and follow instructions.
- Do not run in the class as it can be very dangerous.
- Always be patient and never rush.
- Use hand tools carefully
- Bags should never be brought into the classroom as people can trip over them.
- When learning how to use a machine, listen very carefully to all the instructions given by the teacher. Ask questions, especially if you do not fully understand.
- Only use woodworking tools, power tools, that you have been trained to use properly and safely. Make sure you understand instructions before attempting to use any tool or machine. Ask questions if you have any doubts about doing the work safely.





## Hand tool safety



Some general rules which should be followed when using hand tools:-

- Treat all tools with respect.
- Use tools as demonstrated by the teacher.
- Sharpen, clean, or replace blades before they become damaged or dull. A sharp tool cuts smoothly, accurately and safely. A blunt tool will slip causing injury.
- When using sharp-edged tools such as chisels, push the blade away from you, keeping both hands behind the edge so that if you slip you won't cut yourself.
- When cutting, shaping or drilling materials must be held firmly in a vice etc.
- To avoid causing an injury to another person, carry tools with sharp blades pointed towards the ground.



- The distribution and collection of hand tools should be completed in a safe, orderly, quiet and direct manner.