

RISK ASSESSMENT

Woodworking: Waste to Wonder Holiday workshops

During this activity children aged 10+ will have access to equipment and materials that could result in injury if not correctly used. UXBRIDGE will take all precaution toward injury prevention during the workshops. This is a hands-on experience involving the use of hammers, nails, screw drivers, gluing, painting etc, all supervised. **PLEASE NOTE:** even with safety measures in place, UXBRIDGE can not take responsibility for minor injury that may occur and require a plaster or icepack.

ACTIVITY DATE 2, 3 & 4 October
LOCATION UXBRIDGE Arts & Culture, 35 Uxbridge Road, Howick, AUCKLAND 2014
QUALIFIED TEACHER John Luzak

IDENTIFIED HAZARDS	Who could be harmed	Prevention measure	Further Action	Risk Priority	Who will carry out the action	Timeline for action	Action completion date
Fire: Burns from explosion	Contractor/teacher, participants, staff	Centre policy followed.	Procedures verbally given to all participants	H	Teacher/staff onsite	Start and during event	End of Event
Trailing Wires/Obstacles: & Trips	Slips Contractor/teacher, participants	Remove where possible. Make safe	Alert all participants	H	Teacher	Start of Event	Start of Event
Electrical Equipment Failure:	Contractor/teacher, participants	All equipment Tested and Tagged	N/A	L	N/A	N/A	N/A
Use of equipment/materials: cuts, grazes, paint usage	Contractor/teacher, participants	Safe use of all equipment and materials clearly outlined by teacher at start of event. Supervision at all times. All safety PPE will be supplied when necessary.	Report incidents if/when they occur	L	Teacher	Start and during event	End of event
Major emergency incident: injury, seizure, medical incident.	body Contractor/teacher, participants, staff	Centre policy followed.	Procedures verbally given to all participants	L	Teacher/staff onsite	Start and during event	End of Event
Safe Movement in space: trips, knocking tools over	Slips, Contractor/teacher, participants	Safe movement clearly outlined by teacher at start of event. Supervision at all times.	Participants take responsibility of own safety	L	Participants	During event	End of event
Sudden onset of illness/injury: Risk of severe allergic reaction, injury or death	Risk Contractor/teacher, participants, staff	Staff & Teacher First Aid Trained. Parent phone numbers on file for emergencies.	All incidents recorded	M	Teacher/staff onsite	Start and during event	End of event
Failure of Furniture: Chair failure, collapses, equipment failure	Contractor/teacher, participants	All equipment checked. Supervision of participants & correct use	N/A	L	N/A	N/A	N/A