




**Assessment of Risk For: Art & DT  
Risk Assessment**

<b>A</b>	<b>Date:</b> 18/4/24	<b>School:</b> Severnbanks Primary School	<b>Team:</b> S Robin H & S for SB G Dean Caretaker S Poole HT J Challenger PBSW ( craft Club)	<b>Location:</b> Naas Lane Lydney
<b>Reviewed:</b> 01/6/24 <b>Next Review Date:</b> 01/04/25		<b>Assessor:</b> S Poole		<b>Manager:</b> S Poole



<b>B Assessment for Risk for : Art and D and T</b>				
<b>C</b>	<b>List Hazards Here</b>	<b>List Groups of People at Risk</b>	<b>List Existing Controls</b>	<b>Risk Level</b>
1	Paints: -Contact with eyes and skin. -Spillages causing a slip hazard. -Damage to clothes.	Pupils & Staff	<ul style="list-style-type: none"> <li>• • Pupils are taught how to be sensible when using paint and must wear a protective apron.</li> <li>• • Only safe and non-toxic paint to be used in school.</li> <li>• Pupils are to be supervised during each activity.</li> <li>• Pupils are to be encouraged to thoroughly wash their hands after each activity.</li> </ul> Any spillage is cleaned up immediately and the floor is in a dry, safe condition. Staff to be aware of any children who have allergies or could be at risk of possible reaction to the materials used and provide a different activity for these children.	Low
2	Using Clay -Contact with skin and eyes. -Damage to clothes.	Pupils & Staff	<ul style="list-style-type: none"> <li>• • Pupils are taught how to be sensible when using clay and wear a protective apron.</li> <li>• Staff to watch for any adverse reaction when pupils are using the clay.</li> <li>• Staff to be aware of any children who have allergies or could be at risk of possible reaction to the</li> <li>• • clay used and provide a different activity for these children.</li> <li>• Pupils thoroughly wash their hands after using the clay.</li> <li>• Pupils to be given clear instructions before the activity.</li> </ul> Any spillages of clay and/or water are cleared immediately to avoid a trip/slip hazard. Any tools used to work the clay must be appropriate for the age group and with no sharp edges and the children taught how to use these safely.	Low

3	Sewing -Needle Injury -Cotton cuts	Pupils & Staff	<ul style="list-style-type: none"> <li>• Pupils are supervised during the activity. Cotton strands etc. are cut using only scissors.</li> <li>• Only materials, which can be easily sewn and/or stitched are to be used to avoid excess pressure being used to sew materials together.</li> <li>• Finger bobbins to be supplied to help pupils sew materials which are denser to work &amp; sew.</li> <li>• Pupils are taught how to use a needle safely.</li> </ul>	Low
4	Using Glue, -Contact with Skin & Eyes	Pupils & Staff	<ul style="list-style-type: none"> <li>• Pupils are instructed not to use excessive amounts to avoid spillages.</li> <li>• Adhesives to be water based rather than solvent based and they must be non-toxic.</li> <li>• Superglue, wallpaper paste and spray adhesives containing fungicides must not be used.</li> <li>• Any glue which gives off heavy vapors should not be used unless the area is very well ventilated.</li> <li>• Manufacturer's instruction should be read and followed by all staff.</li> </ul> <p>Staff to be aware of the possibility of solvent abuse and children becoming sensitised to solvents and glues etc.</p>	Low
5	Using Scissors Cuts	Pupils & Staff	<ul style="list-style-type: none"> <li>• Only round-headed scissors are to be used.</li> <li>• Pupils are supervised during the activity and given instructions in the safe use of scissors.</li> <li>• Scissors must be properly stored. For younger children, this must be out of reach.</li> </ul> <p>Any faulty or damaged scissors should be disposed of.</p>	Low
6	Using a Glue Gun Burns, due to hot components and glue.	Pupils Staff	<ul style="list-style-type: none"> <li>• Pupils to be taught how to use the glue gun safely and always be supervised.</li> <li>• Staff to be aware of what to do if a child accidentally burns themselves with the gun. This is so that the correct treatment is administered immediately.</li> </ul>	Low

			<ul style="list-style-type: none"> <li>• Low-melt glue guns are considered safer than hot-melt glue guns and should be used if possible.</li> <li>• If hot-melt glue guns are to be used, these should only be used by older children and under strict supervision.</li> <li>• Any electrical equipment should be regularly tested for electrical safety.</li> <li>• A glue gun stand should be used; equipment should only be purchased from a reputable supplier.</li> </ul>	
7	Using Tools such as hammers, screwdrivers and saws.  Cuts bruises & abrasions	Pupils & Staff	<ul style="list-style-type: none"> <li>• Electrically plug in powered tool equipment must not to be used.</li> <li>• Pupils must be taught how to use specifically use the tools such as a hammer, saw, screwdriver etc. safely before use.</li> </ul> <p>When using this type of equipment, there should be a higher ratio of staff to pupils and there should be sufficient space in the classroom for these tools to be used safely.</p>	Low
8	Using Balloons  Hygiene & Asthmatic problems	Pupils & Staff	<ul style="list-style-type: none"> <li>• When using balloons, balloon powered toys and/or party game equipment, which are blown or inflated by mouth, staff should ensure hygienic procedures are followed.</li> <li>• Children should not share mouthpieces.</li> <li>• Children known to be asthmatic or unwell should be monitored to assess their safety and wellbeing during the inflation of balloons.</li> </ul> <p>Any allergies of the material of the balloon must be checked.</p>	Low


9	<p>Using Sharp Objects such as knives to cut.</p> <p>Cuts &amp; lacerations</p>	<p>Pupils</p> <p>Staff</p>	<ul style="list-style-type: none"> <li>All cutting tools and equipment must be kept sharp to avoid excess pressure being applied. If cutting tools are used, a cutting board or mat should be used to avoid damage to unprotected surfaces and to prevent the knife from slipping.</li> <li>When selecting a knife to use for the cutting of food, careful consideration must be given with regard to the age and ability of the pupil. Use the knife safety poster to support when reaching the children how to cut safely. <i>When staff are considering the type and size of knife for the cutting of food activity, this must be shown and agreed by the Headteacher / Deputy Headteacher or DT Curriculum Leader before being used.</i></li> <li>Any use of knives in the classroom must be supervised with a higher staff to pupil ratio. For younger children, this must be on a 1:1 basis.</li> <li>All storage of knives when not in use must be secure and away from children. Craft knives should only be used under strict supervision and by older children (KS2). Metal safety rules should be used when drawing straight lines with a craft knife.</li> </ul>	<p>Low</p>  <p><b>NIFE SAFETY</b></p> <p>Select the right knife for the task. Keep blades sharpened and handles in good condition.</p> <p>Always use a cutting board. Cut downwards with firm even pressure, away from the body.</p> <p>Clean knives immediately after use. Store knives safely in block or rack. Never try to catch a falling knife.</p>
---	---	----------------------------	--	--

			<ul style="list-style-type: none"> <li>Craft knives with retractable blades should be used whenever possible. A 'Quick Cutter' is a safer alternative for younger children.</li> <li>The use of guillotines and trimmers must be supervised.</li> </ul>	
10	<p>Making Holes in Paper, Card &amp; Plastic</p> <p>Stabbing Injuries, Cuts &amp; Abrasions</p>	<p>Pupils</p> <p>Staff</p>	<ul style="list-style-type: none"> <li>When making holes in materials, a pointed pencil can be used.</li> <li>Always ask the pupil to use blue tack or similar underneath the card that the hole is being made in.</li> </ul>	Low

11.	<p>Cooking</p> <p>Cuts, lacerations &amp; burns</p>	<p>Pupils</p> <p>Staff</p>  	<ul style="list-style-type: none"> <li>• Before cooking, the adult leading the activity should read the Cooking Safety Risk Assessment</li> <li>• Particular attention should be given to the four Cs: Cleaning, Cooking, Chilling &amp; Cross Contamination with all of the rules set out on this page adhered to.</li> <li>• Prior to the cooking activity taking place, the adult leading the activity should talk to the children about both hygiene safety (Put away watches, rings etc., tie long hair back, wear an apron, wash hands before, during and after the activity, use the catch it/bin it &amp; kill it coughing or sneezing, keep your work area clean etc.) and use of equipment safety where applicable for example: knife safety)</li> <li>• If chopping food, the correct type of chopping board should be used. If cooking in the little kitchen, the following safety rules must be followed:</li> <li>• Before the session begins, the area should be checked to ensure that it is free from clutter and has been cleaned down in line with the guidance set out in document 28d, page 6. This check should also include that any equipment deemed potentially dangerous (knives) are stored safely and not accessible to the children.</li> <li>• The kitchen should be checked for having a first aid kit and either a fire extinguisher or fire blanket. The adult leading the activity should have received training on how to use a fire blanket – This training can be provided by a school Fire Marshall.</li> <li>• In addition to the hygiene safety talk prior to the activity, the adult leading the activity should speak to the children about kitchen safety as listed on the poster.</li> <li>• The kitchen must not be overcrowded at any time during the activity and the children should be positioned a safe distance from the cooker/oven.</li> <li>• Children in KS1 should not at any point go near the cooker, oven or microwave or handle any hot</li> </ul>	
-----	---	---	--	--

			<p>food.</p> <ul style="list-style-type: none"><li>• If the children in KS2 are using the cooker, no more than 1 pupil should be near the cooker at any given point. The adult leading the activity must be close to this pupil and supervising them at all times (for example, if they are stirring the contents of the saucepan). Only a wooden spoon is to be used if the child is handling this and the type of pan should be selected carefully and not have a metal handle.</li><li>• If the children in KS2 are using the oven, no more than 1 pupil should be near the oven at any given point. The adult leading the activity must be close to this pupil and supervising them at all times. The child must wear oven gloves to do this.</li><li>• The adult leading the activity should be aware that if food is heated up and touched by a pupil, this could cause harm. The bowl, tray or plate that the food is heated up on/in, could also be hot. Therefore, children should be warned about this with hot food, plates, bowls or trays being allowed to cool to a safe temperature before the children are allowed to touch or handle it.</li><li>• Pupils need to be reminded to avoid steam sources.</li></ul> <p>All electrical equipment in the kitchen, should be checked regularly (PAT), kept away from water. Only an adult is permitted to plug a piece of equipment in.</p>	
--	--	--	---	--

D	Any Additional Controls	E To be Completed by the Manager.			
	Additional Controls Required	Action to be Taken	By Whom	Completion Date	Task Completed (Signed & Dated)

F	<p>Once additional controls are implemented, what will the overall risk level be:</p> <p style="text-align: center;">           High                      Medium                      <u>Low</u> </p>	<p>Risk assessment signed off by: S Robin</p> <p>Signature: </p> <p>Date: 18/4/24</p>
---	---	--

