



Activity: Use of hand tools

Date:

Assessed by: Katie Scanlan

Next Assessment due:

Benefits of the Activity

- Self-esteem and perseverance
- Development of gross and fine motor skills
- Development of hand eye coordination and proprioceptive sense
- High adult to child ratio can build relationships and social skills
- Use of tools teaches responsibility and risk management
- Materials; use & understanding – green wood
- Team work, turn taking
- Sense of achievement
- Life skills development

Additionally the children:

- Undertake self chosen challenges
- Build up skills by repeating activities
- Build up decision making skills

To whom does this apply to: Young people/adults

Hazard e.g sharp knife & Risk e.g cutting/wound	Likelihood	Hazard Severity	Risk factor	Control measures to reduce the risk	Residual risk
Bow Saws:					
Cuts from blade	3	3	9	Tools stay in box until students know the procedure and follow instructions. Ensure correct instruction on safe use given. Hands to be kept out of danger by placing hands over the blade. Appropriate adult: child ratio Both adult and child will hold the saw until the adult is	6

				satisfied the child is competent. Supervision will continue throughout the activity. Safe working space and suitable work surface to be used. Wood to be held securely before sawing. Bow saws need to be kept in safety cover when not in use.	
Accidents when transporting around the site.	2	3	6	Bow saws to be carried at arm's length, parallel to the ground.	3
Slipping when using gloves/bouncing off	3	2	6	No gloves to be worn on hand holding saw.	4
Catching in clothing/jewellery/hair	2	2	4	Suitable clothing to be worn no dangling fabric or jewellery.	2
Fixed Blade Knives					
Cuts from blade	3	3	9	Tools stay in box until students know the procedure and follow instructions. Appropriate adult: child ratio Safe working space and suitable work surface to be used. Ensure correct instruction on safe use given. Not to move around with knife out of sheath. Tools always put away when not in use. Always carve away from body elbows on knees onto a chopping block or away to the side.	4
Passing knives - cuts	2	2	4	Make eye contact and always pass a knife with the blade away from the body, handle first	2
Sharpening knives - cuts	2	2	4	Ensure correct instruction on safe use given. Hold firmly and avoid sharpening towards the body	2
Folding Knives:					
Cuts from blade	3	3	9	Tools stay in box until students know the procedure and follow instructions. Appropriate adult: child ratio Safe working space and suitable work surface to be used. Ensure correct instruction on safe use given. Not to move around with knife open. Knife always folded, locked and put	4



				away when not in use. Always carve away from body elbows on knees onto a chopping block or away to the side.	
Sharpening knives - cuts	2	2	4	Ensure correct instruction on safe use given. Ensure blade is locked in position. Hold firmly and avoid sharpening towards the body.	2
Folding knives folding on fingers or breaking during use	3	3	9	Only use knives that can lock open safely and do not use for heavy duty work such as splitting/batoning	4
Pruning Saw:					
Cuts from blade	3	3	9	Tools stay in box until students know the procedure and follow instructions. Appropriate adult: child ratio Safe working space and suitable work surface to be used. Ensure correct instruction on safe use given. Not to move around with blade open. Blade always folded and locked when not in use.	4
Cuts from jumping blade	3	3	9	Ensure safe instruction given. Wood to be held securely Hand must be well away from the blade or holding over the top of the blade. Consider holding wood with foot.	4
Billhooks:					
Cuts from blade	3	3	9	Tools stay in box until students know the procedure and follow instructions. Appropriate adult: child ratio Safe working space and suitable work surface to be used. Ensure correct instruction on safe use given. Not to move around with billhook out of sheath. Tools always put away when not in use.	4
Cuts from tool becoming jammed	3	3	9	If tool becomes stuck in working material assistance should be called for from supervising adult, do not use fingers to remove blades from work.	4
All Tools:					
Breakage/ damage of tools	2	2	4	Tools kept sharp and usable, checked for damage.	2



				All issues reported and noted immediately.	
Cutting hand when reaching into the tool bag	3	3	9	Ensure knives wrapped up in sheaths properly. Folded blades are closed and locked and saws put away properly, with covers.	4
<p>Additional measures:</p> <ul style="list-style-type: none"> • Responsible adult supervision at all times • Suitable ratio of trained adults to persons with tools • Regular and effective maintenance of all tools. • Suitable clothing worn by all participants – no dangling scarves or jewellery • Available first aid kit 					

Risk Assessment scoring - Scores of 8 and above cease activity or reassess the control measures

Likelihood		Hazard severity		Risk Factor (likelihood x hazard severity)	
1	Very unlikely	1	Minor injury, scratches, bruises, burns etc.	1-3	Low
2	Unlikely	2	Moderate injury, cuts, grazing, burns etc.	4-7	Moderate
3	Likely	3	Serious- Person requires hospital treatment or time of school/work	8-12	High
4	Very likely	4	Significant, risk of death or loss of limbs/ eyesight etc.	13-16	Very High