| **Hazards** | **Is the hazard present?**  **Y/N** | **What is the risk?** | **Risk rating**  **H = High**  **M = Medium L = Low** | **Control measures** | **Is this control in place?**  **Y/N** | **If no, what actions are required to implement the control?** | **Person responsible** | **Date action completed** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Hazardous silica in clays |  | Inhalation  Lung damage | H | A daily cleaning regime is in place to minimise clay dust |  |  |  |  |
| H | Cleaners and caretakers are informed of safe working procedures for cleaning areas that may contain clay dusts |
| H | Dry sweeping of clay dust is not advisable |
| H | Where a vacuum is used it is fitted with a hepa filter |
| H | Safety Data Sheets (SDS) for clays is available in Art room |
| M | Protective clothing/coats/aprons are cleaned regularly to prevent clay dust build up |
| M | Dust mask/RPE are available and worn in accordance with SDS |
| Use of toxic glazes |  | Exposure to hazardous glazes, fibres | H | Only non-hazardous/non-toxic glazes are used |  |  |  |  |
| H | SDS for glazes is available in Art room |
| Hot surface of kiln |  | Burns | M | Kiln interlocked to prevent opening while operational  Kiln is used in accordance with manufacturer’s guidelines |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Kiln - Fire |  | Burns | M | Kiln is serviced in line with manufacturer’s recommendations  Kiln used in accordance with manufacturer’s guidelines and clear rules on its usage |  |  |  |  |
| Electrical damage to kiln |  | Electrocution | M | Electrical equipment is checked before use  [**See Portable Electrical Appliances – Template No. 22**](https://www.hsa.ie/eng/education/managing_safety_and_health_in_schools/new_guidelines_files/ms_word_files/portable-electrical-appliances-no-22.docx) |  |  |  |  |
| Pug mill |  | Crushing injury from pug mill | M | Pug mill is guarded so that user cannot put hand into mixing area |  |  |  |  |
| Hot material taken from raku kiln |  | Burns | H | Appropriate Personal Protective Equipment (PPE) is provided for use with raku kiln |  |  |  |  |
| Hazardous ceramic fibres from damaged raku kiln |  | Exposure to hazardous fibres  Lung damage | H | Repairs are carried out by a competent person  Kiln is included on a checking and maintenance schedule |  |  |  |  |
| Gas |  | Explosion or exposure to fumes | H | Gas is installed and maintained as per supplier’s instructions |  |  |  |  |
| Allergens and the use of clays |  | Allergic reaction | M | Student considerations in relation to allergens and the use of clays are addressed |  |  |  |  |

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If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken.

**Medium Risk (M)** actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

Risk Assessment carried out by: Date: / /