

Art (Use of Safety Cutters/Knives) - Risk Assessment Template No. 3 (List additional hazards, risks and controls particular to your school using Template No.74)

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
Sharp knives and cutters		Cuts/lacerations	H	Wherever possible, safety cutters are used instead of knives				
			H	Students are instructed about the safe use of safety cutters/knives especially the golden rule to always cut away from yourself (and other people)				
			H	Students are instructed about safe use of safety cutters/knives especially that you NEVER try to catch a falling knife and simply get out of its way as fast as possible The need for cut and stab proof personal protective equipment (PPE) is assessed, e.g. chainmail gloves (non-knife hand) and aprons for novice users				
			M	Safety cutters/knives kept sharp (blunt knives require additional force in use leading to accidents)				
			H	Safety cutters/knives are routinely checked for damaged blades or handles and at least once per term, and disposed of if damaged				
			M	Safety cutters/knives are stored separately to other equipment				
			H	Safety cutters/knives are counted out to students and counted back in at end of class Shadow boards are considered for stricter control/where security may be a concern				
			H	Safety cutters/knives are washed in sink separately from other items of equipment and never left soaking in sink Knives are soaked in a separate container as required				

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.

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Risk Assessment carried out by: _____

Date: / /