**Use of Craft Knives - risk assessment**

# HIAS MOODLE OPEN RESOURCE

#### Sarah Pook

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#### Final version

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**Overview**

**This document contains…**

You will find guidance on using Craft Knives in Primary schools.

**Points to consider when using this resource**

This is guidance only, please adapt and amend to suit the needs of your students.

**Use of Craft Knives - risk assessment**

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| --- |
| **Craft Knives** |
| Please sign in the appropriate space to confirm your knowledge and understanding of the hazards and the risk control measures that should be applied when using craft knives. |
| **Activity** |
| USE OF CRAFT KNIVES |
| **Hazards** |
| • Incorrect or careless use.  • Poor handling of the workpiece.  • Damaged or blunt blades.  • Exposed blades.  • Restricted workspace. |
| **Additional Hazards Identified** |
|  |
| **Risk Control Measures** |
| • Check LA/employer guidance on the use of craft knives.  • Instruction should be given on the correct use of craft knives.  • Craft knives should only be used when no alternative method is available. For example, when cutting strips of card, a paper trimmer is more appropriate.  • Prior to each use, check the blade is clean, undamaged and sharp enough for the activity.  • Ensure adequate working space for the activity to be carried out unhindered.  • Cuts may occur if the work is not held correctly. Sheet material being cut needs to be held firmly using a safety rule and a cutting mat.  • Blades must be retracted at the end of each individual activity.  • Store craft knives securely when not in use. |
| **Additional Control Measures Identified** |
| **(If you have identified additional hazards, you must describe what additional control measures need to be put in place)** |
| **All relevant staff have been made fully aware of the contents of this risk assessment** |
| Date of Risk Assessment:  Date of Review:  Name(s) of Assessor(s):    Signature of Subject Leader/Coordinator:  Signature of Headteacher: |

**Design and Technology**

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