**Use of Hand Drills - risk assessment**

# HIAS MOODLE OPEN RESOURCE

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#### April 2024

#### Final version

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**Overview**

**This document contains…**

You will find guidance on using hand drills 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 Hand Drills - risk assessment**

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| **Hand Drills** |
| 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 Hand Drills. |
| **Activity** |
| USE OF HAND DRILLS  NB: MAINS OR RECHARGEABLE POWER DRILLS SHOULD NOT BE USED IN THE PRIMARY CLASSROOM |
| **Hazards** |
| • Incorrect or careless use can cause cuts, lacerations and puncture wounds.  • Long hair can become entangled in open geared drills.  • Broken drill bits can cause cuts and puncture wounds.  • Lack of work space.  • Dust and debris in eyes.  • Burns from hot drill bit. |
| **Additional Hazards Identified** |
|  |
| **Risk Control Measures** |
| • Hand drills are safest when located in a drill stand, particularly with younger pupils.  • Check LA/employer guidelines about hand drills. Some insist on the use of drill stands, some insist on drills with an enclosed mechanism.  • Where possible, use drills with enclosed gearing.  • The material to be drilled should be held securely in a vice or drilling jig.  • Pupils should be taught to avoid running their fingers down the drill bit.  • Visually check that the drill works correctly and that the drill is not damaged. Sharp drill bits reduce heat build-up.  • Never use a damaged drill or drill bit.  • Remind pupils about the danger of blowing sawdust/debris when drilling, it could blow into their or someone else’s eyes. |
| **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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