

GENERAL HEALTH AND SAFETY – CLUB NIGHTS

SETTING UP ROOM/CLOSING DOWN ROOM

This involves moving furniture and other pieces of equipment from storage and arranging it for use by members, and then returning it safely to storage

WHO AFFECTED	RISKS	ACTION	OUTCOME
All club members	Injury caused by mishandling of equipment. This is particularly so with some equipment (e.g. lathes) having significant weight	Club members must use the rolling equipment for moving chairs, and should not try to move too many chairs at once. Care should be taken not to collide with others moving equipment about. No one should attempt anything beyond their physical capabilities.	Equipment will be deployed and returned without injury occurring

SETTING UP/CLOSING DOWN**Other considerations. Use of equipment involves the use of electrical wiring/extension leads**

WHO AFFECTED	RISKS	ACTION	OUTCOME
All club members	Injury caused by tripping over trailing electrical leads	All leads trailing across the floor should where possible be taped to the floor. Members should warned to take care when walking around the room	No injuries sustain by such trips.
Committee members Club members	Injury from electric shock from faulty equipment	Committee to ensure that all equipment of an electrical nature is PAT tested annually by a competent electrician, and certified safe	No Injuries from electrical shock/malfunctioning equipment

SPECIFIC WOODTURNING ISSUES**DEMONSTRATIONS****This section includes demonstrations by club members and others (e.g. Professional turners)**

WHO AFFECTED	RISKS	ACTION	OUTCOME
Demonstrator	Injury from material flying off the lathe	Ensure that demonstrator is familiar with the lathe and is competent to use the chucks and other holding devices proposed.	No injury to demonstrator from loosened material
	Injury from material flying from the lathe	Demonstrators should use appropriate personal protective equipment	Any injuries are avoided or minimised
	Injury from incorrect use of lathe/tools	Ensure demonstrator is familiar with the proper workings of the lathe/tools used and is competent to carry out the procedure to be demonstrated	Only competent persons do such demonstrations, and thereby minimise the risk of such injuries.

DEMONSTRATIONS (CONTD)			
WHO AFFECTED	RISKS	ACTION	OUTCOME
All club members	Injury from material flying from the lathe	Seating to be arranged such that the club members watching the demonstration seated in the front row of chairs are at least two metres from the lathe. It may also be useful to curve the row of chairs immediately in front of the lathe in a concave manner	Members are at a safe distance from the lathe and thus not vulnerable to injury caused by flying material
Member participants	Injuries sustained while attempting to practice the procedure previously demonstrated	Such members should be closely supervised by the demonstrator, and should only be allowed to practice if it is judged that the procedure is within their skill level	Injuries to members practising skills are avoided.
DEMONSTRATIONS (Contd)			
All members	Injury sustained through	Care should be taken in	Injuries from these

	improper use of other materials e.g. finishing fluids/abrasives etc. This is important particularly when materials may be flammable.	the use of such materials, with appropriate safety equipment (e.g. gloves) used.	sources avoided
Members/ Demonstrators	Dust inhalation	Use of Cam Vac as appropriate	Dust inhalation minimised
OTHER ISSUES –Tea brewing etc.			
WHO AFFECTED	RISKS	ACTION	OUTCOME
Tea brewers	Scalding/ other injuries	Ensure that duty tea brewers are familiar with the water boiling equipment and can use it safely Care should be taken that kitchen floor area is kept both clear and dry to avoid falls/trips.	No injuries sustained by tea brewers from boiling water/ trips or falls.

OTHER ISSUES	RISKS	ACTION	OUTCOME
WHO AFFECTED			
All club members	Injuries from spillage of drinks causing scalds/trips/falls	All members to take care when obtaining and drinking tea/coffee. Any spillage to be immediately mopped up to prevent others from slipping on wet floor.	No injuries sustained by club members
All club members	Infection with Covid virus	a) All members to be responsible and aware of the potential for infection with virus. They should not attend if they or family members have symptoms of covid/test positive for the virus	

WHO AFFECTED	RISK	ACTION	OUTCOME
		<p>b) Members to be conscious of social distancing, and that some members may be vulnerable and uncomfortable with close contact.</p> <p>c) Members may wear masks if they feel it appropriate, but this is not compulsory.</p> <p>d) Members to observe strict hand hygiene.</p> <p>e) Members to participate in cleaning the areas used at the end of the session</p>	<p>No members will be exposed to infection with the virus</p>