



RISK ASSESSMENT

Monthly Club Meeting - Demonstration & Hands On Events

version 1.1 dated 19th January 2023

What is the hazard?	Who might be harmed and how?	What is already being done?	What further action is necessary?	Action by Whom?	Action by when?	Done
Moving and setting up/taking down a lathe	The operator or club member. The lathe could be dropped causing personal injury, cuts, broken bones or the person moving/lifting the lathe could have a back injury.	Where possible lathes are moved on a trolley or carried by and set up/taken down by two people	Members are to ensure that the correct lifting position is adopted and the route they have to move the lathe is clear and free from obstruction	Club members & committee	Each meeting where the lathe is in use	At the start and end of each meeting
Moving & Carrying Equipment eg TV, wood, tools chairs & tables	Club members through carrying/moving too heavy equipment for one person - causing personal injury, cuts, broken bones or the person moving/lifting items could have a back injury.	Two club members are moving heavier items.	Members are to ensure that the correct lifting position is adopted and the route they have to carry/move the items is clear and free from obstruction	Club members & committee	Each meeting where items have to be carried/moved	At the start and end of each meeting
Unrequired items lying around the lathe/work area	The lathe operator & club members. Injury from tripping or just catching unused items could be cuts, broken bones or other personal injury	Operators/demonstrators are checking the area around the lathe to ensure that it is clear from obstruction/ Tools are at hand but not in the way.	None	Lathe operators & Demonstrators	Each meeting where lathes are in operation	Before starting the lathe
Trip hazard from dust sheets on floor.	The operator, any person passing could trip over the lead. Injury could be anything from nothing to broken bones, bruising, cuts and grazes.	People walking on the area around the lathe is restricted.	Tape the edges down where the dust sheet does not lie flush to the floor.	Lathe operators & Demonstrators, members of the committee	Each meeting where lathes are in operation	At the start of each meeting

Trip hazard from power leads	The operator, any person passing could trip over the lead. Injury could be anything from nothing to broken bones, bruising, cuts and grazes.	Leads taped to floor with hazard tape and laid in such a way as to not be in the standing room of the lathe operator	Prevent unnecessary access to lathe area on demonstration or hands on evenings	The operator and the club committee	Each meeting where lathes are in operation	At the start of each meeting
Tool & Associated products storage	The lathe operator & club members could be injured by tools falling to the floor or catching them as they walk past. This could result in cuts/lacerations.	Wear stout shoes to protect against cuts	Tools should be placed on a separate table or tool rack at the back of the lath area when not in use. Prevent unnecessary access to lathe area on demonstration or hands on evenings.	The operator and the club committee	Each meeting where lathes are in operation	During the whole evening
PPE (Personal Protective Equipment)	The lathe operator	We recommend that the lathe operator always wears suitable PPE & RPE to carry out woodturning	None	The lathe operator	At each event where a lathe is in use.	At the start of each event & throughout the duration
Wood coming loose during turning	Club members & visitors. A piece of wood could fly into the club members area causing injury	On club evenings at the village hall ensure that all seats in front of the lathe area are a minimum of 2m away from the lathe. At Hands on evenings a protective safety screen should be fastened to the lathe bench or suitable stand in front of the lathe	None	The lathe operator, demonstrator, committee and club members	Each meeting where the lathe is in use	During the whole evening
Wood chips flying off the wood in being turned	The lathe operator/demonstrator	Suitable eye protection should be worn by the lathe operator	None	The lathe operator	Each meeting where the lathe is in use	During the whole evening

Dust	The lathe operator, club members & visitors. Could be affected by dust inhalation causing breathing issues.	On club evenings at the village hall ensure that all seats in front of the lathe area are a minimum of 2m away from the lathe. At Hands on evenings a protective safety screen of perspex should be fastened to the lathe bench or suitable stand in front of the lathe	None	The lathe operator, demonstrator, committee and club members	Each meeting where the lathe is in use	During the whole evening
Scorching Wood	The demonstrator, club members and visitors. Potential fire hazard to the Hall and equipment	Scorching of wood is prohibited within the village hall	None	The lathe operator, demonstrator, committee and club members	Each meeting where the lathe is in use	During the whole evening

Monthly Club Meeting - Kitchen

Using the hot water boiler	Any club member using or moving the boiler when on may be scalded by hot water.	Ensure that the boiler is emptied by opening the tap above the sink, and the boiler is empty and cool before attempting to move	The boiler should be switched off after the break to allow it to cool.	Club committee	Each club meeting	After the coffee break
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