

Risk assessment Earth Balance Shed

Organisation name: Earth Balance Shed

Assessment carried out by: Rob Ferguson

Date of next review: Sept 2024

Date assessment was carried out: 20th Sept 2023

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Date Done
Unfamiliarity with machines and/or uncertainty about the job.	Members of the club have experience ranging from tradesman level to zero. Capable people are generally keen to discuss detail, but those with limited experience tend to know just one or two procedures, may be reluctant to ask for advice and the risk is they may unknowingly attempt more hazardous things.	We help and teach each other, supervise first experiences and we remind people not to attempt unfamiliar procedures. We have some detailed help notices (but we realise they are often ignored)	Upgrade notices on table saw, planer and chop saw. List those with expert experience for particular machines? Label 'Not Sure?' Ask Phil, Keith, Brian or Rob.'	Rf Trustees to ensure a balance so the shed is attractive to the less experienced, but also safe.	Oct 2023	
Slips and trips	Members may suffer injuries if they slip or trip over objects.	We tidy at the end of each meeting	Continued vigilance especially in the wood store where small pieces often stick out or become untidy.	RF and all trustees and members	continuously	

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Wood dust	All wood dust is carcinogenic with some hardwoods, MDF and treated timbers being especially problematic. Asthma and other lung disease can be caused by wood dust.	We have dust extraction on power tools, which is generally fairly effective in capturing most of the large and small particles produced. The new donated small belt sander and the lathes do not have extraction. The veterans may not yet be using dust extraction on hand held jigsaws.	Trustees have agreed to buy dust masks, RF to do this + sign on new machine – dust masks needed on this machine. Trustees also need to consider whether our hand held sanders and members who bring their own sanders and jigsaws need further control.	RF + trustees	Dec 2023	
Noise	Planer thicknesser and table saw are especially noisy (up to 98dB) and likely to cause hearing loss when used over a long time. Other machinery including hand held jigsaws can also be uncomfortably noisy.	This has been discussed at the AGM. We have agreed it is a condition of membership to use hearing protectors. Trustees have also considered restricting times for using these machines and understood that noise enclosure may be possible and that some low noise tooling is also available.	We need to review if machine use is voluntarily reduced and then decide what further action is appropriate for our club.	Trustees	December 2023	

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Machinery	Members risk serious and possibly fatal cut injuries following contact with moving parts of machinery, particularly saw blades. Kickback on the table saw and planer can result in serious injury.	Machine guards in place and generally seem to be used. Experienced users and trustees do check they are in place, though a less experienced user on one occasion did have the planer partly unguarded resulting in a minor cut. (see accident book) Face visors available for eye protection – though some members forget to use them. The HSE advice on fence position on the table saw was new to some of us and is being adopted.	When teaching the less experienced we must emphasise their need for future advice. RF to add labels 'Not Sure/ please ask....' Establish who is experienced and willing to supervise. Continue to remind members to use eye protection. Add label: Position of fence on the table saw not to overlap blade by more than tooth depth.	Experienced members RF to add labels	Ongoing	
Electrical	Members could get electric shocks or burns from using faulty electrical equipment.	RCD built into main switchboard. We test donated electrical tools. Dennis and Brian have checked and repaired several pieces of equipment. Electrical installation check recently.	Continue to check tools as we use them.	All members	Ongoing	

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

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