

Students may not use the Industrial Arts work area without consent from a parent or guardian by signing this document. Students are expected to know and follow the rules stated below at all times.

1. A good craftsman aims at a consistently high standard of workmanship. To achieve this standard, diligence and patient application are required. Some tools and equipment used in the workshop could cause injury if not used carefully. Consideration of other workers' safety and comfort, and constant attention to safe working practices is as important to good work habits as is the correct use of tools.
2. Before a student uses any hand tool, piece of equipment, or any material the student must have had instruction in the safe and proper use from the teacher.
3. Loose clothing and long hair should be tied up before entering the workshop if there is any possibility that it could represent a safety hazard.
4. Footwear providing adequate protection shall be worn at all times. Flip flops and sandals shall not be worn.
5. No student shall be allowed to work alone in the Industrial Arts work shop.
6. A student must first obtain the permission of the teacher before operating any machine.
7. Running or any boisterous behavior is not permitted. The choices you make in this room can have significant consequences.
8. Only one student is permitted to use a machine at any time. Other students must stay away while in use.
9. Where necessary, personal protective devices shall be used. Safety glasses or a face shield shall be worn to protect the eyes when operating any machine.
10. Students shall wear gloves, when necessary, for the protection against heat, chemicals, sharp objects or rough edges. The teacher must approve the type of gloves to be worn.
11. Approved ear protection shall be used where the noise level is considered to be hazardous.
12. An unattended machine shall not be left switched on.
13. If trouble is encountered, switch off the machine instantly. Make sure you know the quickest way to do this.
14. Do not forget that you can think, a machine cannot. If something seems not quite right, think it through before proceeding.
15. If you receive an injury report it immediately to the teacher.

16. Never allow another person to touch the switches or controls on a machine while you are operating it.
17. Do not engage in lengthy conversation while operating a machine, or start a conversation with another person who is operating a machine.
18. The floor area surrounding workbenches or machines should be kept free of waste material or rubbish.
19. Students shall not be involved in any process or exposed to anything that may be hazardous to the respiratory system, unless equipped with an approved respiratory protective device.
20. In the event of a fire, the alarm should be sounded and the students must leave the building under the supervision of the teacher. Students must leave the building according to the school's fire drill procedure.
21. Never remove a guard from a machine.
22. Volatile liquids, such as solvents or paints, should only be used where there is adequate ventilation, and well clear from any source which may ignite the vapors.
23. Clean up spillage immediately.
24. The cords and plugs connected to portable power tools should be inspected regularly for cuts or wear to the cord. As water conducts electricity, care should be taken not to operate power tools in damp conditions. It is unwise to force a power tool in use, as the machine should work at its own pace.

I have read and fully understand the above safety rules.

Student Name: _____ Grade: _____

Students Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____