

**Technologies (Portable Router) – Risk Assessment Template No. 64 (List additional hazards, risks and controls particular to your school using Template no. 74)**

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Control measures	Is this control in place? Y/N	If no, what actions are required to implement the control?	Person responsible	Date action completed
Defective powered hand tools		Electrocution/ electric shock  Fire	H	Defective powered hand tools are clearly identified, labelled as out of use, and stored separately to prevent accidental use Defects are reported to the person in control of the workplace to ensure all items are repaired or replaced				
			H	Powered hand tools are electrically tested by a competent person as necessary				
			H	Powered hand tools should be visually checked before use and inspected as follows  <b>Tools/appliance</b> <ul style="list-style-type: none"> <li>On/off switch is working correctly</li> <li>No signs of damage to casing</li> <li>No loose parts or missing screws</li> <li>Live parts are properly guarded so as not to be inadvertently accessible</li> <li>Ensure equipment is disconnected when not in use</li> </ul> <b>Cables</b> <ul style="list-style-type: none"> <li>Securely anchored to the plug with no signs of cuts, frays, brittleness, leads kinked or coiled, taped joints, overloading (overheating indicated by colour change or smell), cable cores not externally visible</li> </ul> <b>Plug</b> <ul style="list-style-type: none"> <li>Securely anchored, no sign of cracked casing, overheating, loose or bent pins</li> </ul> <b>Socket outlet</b> <ul style="list-style-type: none"> <li>No cracks or damage or sign of overheating</li> </ul>				
Using electricity in damp areas		Electrocution/ electric shock	H	No powered hand tools of greater voltage than 125 volts AC are used in damp locations				
Electrical equipment becoming live		Electrocution	H	Tools and other portable equipment are only plugged into a circuit protected by an RCD (Residual Current Device)				
			H	The operation of the RCD is checked by pressing the test button regularly and the RCD is tested periodically by a competent person to ensure that it operates at correct leakage current (leakage current not exceeding 30 mA in a time of not more than 0.3 seconds)				

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Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Control measures	Is this control in place? Y/N	If no, what actions are required to implement the control?	Person responsible	Date action completed
Contact with rotating parts		Entanglement Lacerations	H	The router is unplugged when mounting bits or making major adjustments				
			H	The work piece is securely clamped so that it will remain stationary during the routing operation				
Contact by persons other than the operator with moving machine		Entanglement, pinching, amputation of body parts	H	Safe operational areas are marked out clearly around machines				
Direct contact with moving parts		Injuries causing laceration, amputation, bruising, fracture or burns	H	A visual check is carried out before use to ensure, where applicable, all guards and covers are fitted, in good order and there are no visible faults				
			H	Tools are used in compliance with manufacturer's instructions				
			M	The operator's manual is available				
			H	Dangling jewellery is prohibited				
			H	Long hair is tied back				
Entanglement		Injury due to entanglement	H	Machine is not lifted from the work piece until the motor has stopped				
Unsupervised use of machines		Unsupervised use leading to injury	H	Students are prohibited from using certain machinery				
			H	Students are supervised by their teacher when using any machine				
			H	Students are instructed by their teacher before using any machine				
			H	Machinery to be used by teachers only is clearly identified				

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Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H = High M = Medium L = Low	Control measures	Is this control in place? Y/N	If no, what actions are required to implement the control?	Person responsible	Date action completed
Unsecured work piece		Movement of work piece leading to injury during use	H	Appropriate clamps are in place to ensure that work pieces are secured, where applicable				
Noise		Hearing damage	H	Noise measurements are carried out where necessary by a competent person  Warning signs are in place beside noisy equipment and are visible  Hearing protection is worn where necessary				
Flying fragments		Eye/facial injury	H	Appropriate eye protection is worn				
Ingestion of contaminated material		Poisoning or ill health	M	Food and drink are prohibited in working area				
Contact with hazardous materials		Exposure to hazardous materials	M	Personal hygiene is promoted (washing of hands, use of barrier creams etc.)				

If there is one or more **High Risk (H)** actions needed, then the risk of injury could be high and immediate action should be taken. **Medium Risk (M)** actions should be dealt with as soon as possible. **Low Risk (L)** actions should be dealt with as soon as practicable.

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**Risk Assessment carried out by:** \_\_\_\_\_

**Date:**    /    /