Broughton-in-Amounderness Church of England Primary School
Love learning, life, one another and God

Updated September 2024

Art and Design & Technology Risk Assessment

Hazard	People/Groups at Risk	Existing Controls	Risk Level
Scissors • **Cuts**	Pupils Staff	• Pupils are taught from EYFS how to safely hold, carry and use scissors and are consistently reminded throughout school • Scissors will be removed from any pupil not behaving safely • Activities involving scissors to be clearly modelled • Any damaged or faulty scissors will be disposed of immediately	Low
Glue/hot glue gun • **Contact with skin/eyes** • **Ingestion** • **Burns**	Pupils Staff	• Only non-toxic, water-based glues to be used • Clear modelling of any activities • Pupils instructed not to use excessive amounts to avoid damage to furniture and spillages • Staff to be aware of the possibility of ingestion and/or solvent abuse and monitor children's use throughout the activity • Pupils only to use hot glue gun under staff supervision • Cold melt glue guns to be used as much as possible • Clear modelling of any activity involving glue guns by staff	Low
Batteries • **Electric shocks** • **Ingestion** • **Burns**	Pupils Staff	• Pupils to be supervised when using equipment involving batteries e.g. circuit building in D&T • Older pupils taught how to safely change the battery (KS2) and staff to change batteries for younger children (KS1) • Batteries will be kept in original packaging until use • Medical advice will be sought for any pupil suspected of swallowing a battery (or any other piece of equipment) • Damaged/used up batteries will be disposed of immediately	Low
Paints/inks • **Contact with eyes/skin** • **Damage to clothes** • **Spillages causing a slip**	Pupils Staff	• Pupils to wear protective aprons • Only non-toxic paint to be used in school • Activities involving paint/ink are clearly modelled with sensible behaviour emphasised • Pupils to wash hands thoroughly after each activity • Staff to be made aware of any potential allergies so that alternative activities/materials can be provided	Low

• **Ingestion (younger children)**		• Staff to monitor activities at all times to check for sensible behaviour and monitor for any adverse reactions • Staff to be aware of any SEND requirements e.g. children may require gloves to avoid sensory overload • Any spillages will be immediately cleaned up so that furniture and floors are kept safe and dry	
Clay / papier-mâché • **Contact with skin/eyes** • **Damage to clothes** • **Ingestion**	Pupils Staff	• Pupils to wear protective aprons • Activities involving clay/papier-mâché are clearly modelled with sensible behaviour emphasised • Any tools used (cutters, rollers, wires etc.) should be appropriate for the age group and clearly modelled before use • Pupils to wash hands thoroughly after each activity • Staff to be made aware of any potential allergies so that alternative activities/materials can be provided • Staff to monitor activities at all times to check for sensible behaviour and monitor for any adverse reactions • Staff to be aware of any SEND requirements e.g. children may require gloves to avoid sensory overload • Any spillages will be immediately cleaned up so that furniture and floors are kept safe and dry • Any balloons needed to be blown up by staff	Low
Sewing • **Needle injury** • **Cotton cuts/burns**	Pupils Staff	• All activities to be clearly modelled • Staff to supervise activities carefully, checking for appropriate use of needles, scissors etc. • Staff to ensure that all tools and materials are appropriate for the age group and outcomes are easily achieved i.e. using material which can be easily pierced by the needles to avoid having to exert excessive pressure • Needle threaders available to assist with threading needles • Wipes/plasters available to immediately clean any pricks to the skin to keep both hands and needles clean	Low
Construction tools e.g. hammers, screwdrivers, saws	Pupils Staff	• Pupils will not use electrically powered tools • The use of hammers, saws, screwdrivers etc. will be clearly modelled by staff	Medium

• **Cuts, bruises, abrasions**		• First aider will be assisting in the room during these activities • The use of these tools will require a large enough space to work at a safe distance from each other	
Sharp objects e.g. Lino cutters • **Cuts, lacerations**	Pupils Staff	• Clear modelling by staff • Pupils to wear gloves to minimise likelihood of injury • Good practice constantly reminded and demonstrated throughout the activity • First aider to work in the room	Low
Cooking • **Cuts, lacerations and burns**	Pupils Staff	• Specially designed children's knives purchased with serrated edge and large handle for better grip • Children to use hand grip tools when cutting with a knife to ensure hands/fingers are kept away from the blades • Kitchen equipment (blenders, microwaves, ovens etc.) should only be used under adult supervision (1:1 for younger EYFS and KS1 pupils) • Only adults to plug in appliances • Cooking sessions will require a higher staff to pupil ratio, including a first aider • Cooking equipment (knives, graters etc.) are stored away from the children at all times • Hygiene practices to be followed at all times – hands washed before and after touching food, long hair to be tied back, aprons to be worn as appropriate • All electrical equipment in the kitchen to be PAT tested regularly	Medium
Storage of equipment and materials • **Heavy/sharp equipment falling** • **Incorrect handling of sharp equipment/dangerous materials**	Pupils Staff	• All art and design and technology equipment to be stored in specialist cupboard • No access to the equipment cupboard for pupils • Subject co-ordinator to ensure cupboard is tidy and safe at all times	Low
Visiting artists to school OR	Pupils Staff	• Any visitors will sign in and out of the building • Visitors will not be left alone with any class or individual pupils	Low

Trips to art galleries	Visitors Volunteers	• Class teachers to check and monitor the use of equipment by visitors and refer to risk assessments as required • Trips out of school to galleries or other places of interest will have a separate, thorough risk assessment in place before the day of the visit	