



WORK, HEALTH and SAFETY at the CCPS WORKSHOP

Work health and safety is everyone's business. Protect yourself and others by adopting safe work practices and procedures in the workshop.

EMERGENCY PROCEDURES

In the event of an evacuation of the workshop, follow the Key Holder's instructions. All members are to assemble in the High School carpark across the road from the workshop.

Please ensure that your emergency contact details are up to date in Hello Club and include a name and phone number.

SAFETY IN WORKING WITH CLAY

Breathing Clay dust and/or glaze dust is hazardous to health. Members are required to apply practices and follow procedures that minimise the risk of exposing yourself or other workshop users to the breathing of clay or glaze/ glaze materials dust.

- **Sanding must not be done in the workshop** Avoid sanding bone dry pots due to the creation of fine dust. If sanding is absolutely necessary, wear a dust mask, use wet and dry sandpaper and do it outside the workshop into a bowl of water.
- Wipe down your workspace with a damp microfibre cloth (it is better suited to wiping up fine particles).
- Wipe down your pottery wheel inside and out.
- Avoid sweeping the floor; this causes fine dust particles to float into the air.
- Mop the floor around your wheel and/or work area with a damp mop.
- Wear a mask when glazing your work.
- Mop all glaze spills from the floor and work surface before they dry out.
- Don't eat, drink, or store food in work areas. Keep the kitchen door closed and eat all food in the kitchen or on the verandah.
- Wash your hands thoroughly before eating to prevent ingestion of metals and other contaminants.
- Wear an apron to protect your clothes from wet clay and clay dust.
- Wet-wipe the glaze bucket lids and return the buckets under the tables
- Bring your own towel and take it home with you.

GENERAL SAFETY

- Avoid switching wheels (or other electrical equipment) on or off with wet hands.
- Always wear enclosed shoes in the workshop