

## Learner Self-Reflection 1 – 24354 (v3) Demonstrate knowledge of health and safety legislation and apply safe working practices in a BCATS environment

**Student name:**

1. What legislation covers the safety of people in the workplace?

2. What is the definition of a hazard?

3. List 2 methods used to identify hazards in the workplace.

1.  
2.

4. Once a hazard has been identified, what are the employer's responsibilities?

5. List 3 health and safety responsibilities of any worker/student.

1.  
2.  
3.

6. Before you enter a workplace your employer is obliged to provide you with specific safety information. List 4 types of information that would ensure they meet this requirement.

1.
2.
3.
4.

7. Where do you get information on the toxicity of the materials that you are working with?

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8. Hazard identification and management

For each of the following scenarios, you are to:

- a. identify the potential hazards
- b. assess the level of risk and describe any potential consequences or harm
- c. describe the appropriate course of action for managing the risk.

Put your answers on the Hazard Identification and Risk Assessment Table on the **following page**.

*Example: (This one has been answered for you on the following page).*

*The nearest power point to your workbench is on the opposite side of the workshop.*

*Whenever you wish to use a power tool you have to run an extension lead across the floor.*

*People walking past your bench either step over the lead or on it. Identify the hazards, level of risk and how they would be managed.*

- i) You are preparing to use a portable power planer to skim the side off a door. You have left your safety glasses in the workshop. It will take you half an hour to go back and get them. The job will only take 10 minutes to complete. Describe the hazard, describe the potential harm and level of risk and describe the actions required to manage this.
- ii) During your first week on the job you have been told to use the circular saw bench to rip some lengths of timber into strips. You have never used a circular saw before or been given any instruction about the correct operating procedures for one. Describe the hazard, describe the potential harm and level of risk and describe the actions required to manage this.
- iii) The body of the electric drill is cracked. Some of the wires are exposed but none of them appear to be damaged. Describe the hazard, describe the potential harm and level of risk and describe the actions required to manage this.
- iv) You are using the spindle moulder to shape some short lengths of timber. The guards are getting in the way. One of your workmates suggests removing them until you complete this

job. Describe the hazard, describe the potential harm and level of risk and describe the actions required to manage this.

- v) You are in the process of delivering a finished set of chairs to a customer. As you unload the truck you notice that one of the chair legs is made of cross-grained timber. Describe the hazard, describe the potential harm and level of risk and describe the actions required to manage this.
- vi) You have just spilt some oil on the workshop floor; it is the end of the day and you plan to clean it up tomorrow. Describe the hazard, describe the potential harm and level of risk and describe the actions required to manage this.

## Hazard Identification and Risk Assessment Table

## Risk control measures

A. Describe the Hazard	B. Potential harm and risk level	C. Action proposed (to Eliminate or Minimise).
<i>Example</i> <i>Tripping over leads</i>	<i>Sprains - high risk, bruising - moderate, electrocution - moderate</i>	<i>Either fit a new power point closer to your bench or run extension leads overhead.</i>
1		
2		
3		
4		
5		
6		