

GENERAL SHOP SAFETY RULES WOODWORKING

1. **ALWAYS** wear safety glasses or a face shield when in the shop.
2. When cut or injured, report it at once to the instructor.
3. Horseplay such as playing and running around will not be permitted.
4. Don't talk or bother any person who is operating a power machine.
5. Never use power tools or any power equipment without securing instructor's permission first.
6. When lifting heavy objects, have someone help you and lift with your arms and leg muscles to avoid back injuries.
7. Store and stack your project work carefully in assigned areas.
8. Return all tools and materials to the place where you got them when finished.
9. Do NOT use the table saws or other tools as work benches.
10. Keep the floor and outside area free of nails, sawdust, and wood scraps to keep from slipping.
11. Water or oil should be wiped up immediately if spilled.
12. Carry cutting tools with the sharp edge down.
13. Only use a tool for the sole purpose for that which it was designed.
14. Never leave a machine running when not in use.
15. Report any tool or machine that is out of order to the instructor.
16. Whenever possible, mount the work in a vise, clamp, or special holder especially when using chisels, gouges, or portable electric tools.
17. Hold a tool in the correct position while using it and make sure the cutting motion is away from yourself and other students.
18. Before starting a machine, make sure all safety shields are in place.
19. Don't wear loose clothing around machinery. Baggy/saggy/holey not allowed. Roll up loose sleeves and tuck in loose clothing.
20. Do NOT set water bottles on Table saws or other tool tables. Work Benches only.
21. Long, loose hair must be tied back so that it will not get caught in the machinery.
22. No student will be allowed to operate any machine until he has been instructed on its proper use.
23. No open toed shoes allowed in the shop.
24. No wires, phones, electronic devices allowed.