



# **Programs & Training**

# **Orientation for**

# **Shop Students**

# **SM: 305A**



Welcome  
Industrial Arts  
Students

# Who Am I

- My name is:
- Mr. Robert Gaiser
  
- My Position is:
- Workplace Safety and Health Officer for the Park West School Division.

# What Do I Do?

- My job is to ensure, as much as is reasonably possible, the safety and health of all employees, students, parents and visitors in or on our property.

# How Do I DO That?

- Help create and maintain safe and healthy work places.
- Create Safety Procedures
- Create a Safety and Health Program for the Division.

# Compliance

- When the expectations of the Provincial Workplace Safety and Health Act and Regulations are in Place.
- Purpose of The Act (210)
  - To secure students and other persons from risks to their safety, health, and welfare arising out of activities in the workplace.

# Why am I Here?

- To familiarize you with Work Place situations
- To advise you of workplace requirements
- To advise you of Your Rights and Responsibilities
- To supply any information or assistance that will help make and keep your shop a “Safe and Healthy Workplace.”

# Did you Know?

- You have the right to know how to do your job safely.
- You have the right to ask questions about workplace safety, point out hazards, and suggest solutions.
- You have the right to refuse unsafe work for yourself or others.

**Because**



• WORK



• SHOULDN'T



• HURT!

Hands.wmv

# The Workplace Safety and Health Act

- The WSH Act W<sub>210</sub> gives GENERAL requirements for minimal health and safety standards in the workplace.
- The WSH Act is based on the Internal Responsibility System or I.R.S.

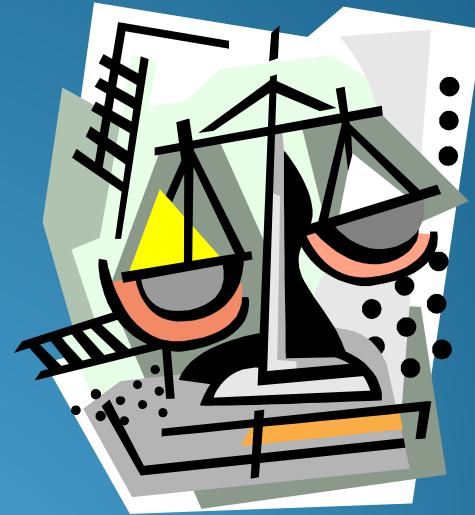
# The Workplace Safety and Health Act

The Right to Know

The Right Participate

The Right to Refuse

The Right to protection  
against discrimination in  
Workplace Safety and  
Health issues.



# Regulations

The Workplace Safety and Health Act (W210) contains various REGULATIONS which give very SPECIFIC requirements for particular types of work.

Both the Act and the Regulations are administered by the Workplace Safety and Health Division

- The Workplace Safety

- And

- Health Act

# Due Diligence

- What is Due Diligence?
  - It means everyone with responsibility for safety and health must “.....take every precaution reasonable in the circumstances to avoid a work related injury or illness.”
  - This concept of “reasonable care” holds individuals accountable for their acts (what they do) and omissions (what they fail to do) goes beyond simple “regulatory compliance.”

# What is Risk?

- Risk is:
- The possibility of an undesirable event occurring.



# Risk Contributors

- The three basis risk contributors in the worksite program are:
  - People
  - Equipment
  - Environment
- Each must be organized so that the opportunity of an undesirable event occurring is minimized.

# Who is Everyone?

- The three main players are:
  - The Board
  - The Teacher
  - And You the Students

# Duties

- Owner:
- The Board shall provide and maintain a workplace, necessary equipment, systems and tools that are safe and without risk to health, so far as is reasonably practicable.
- Ensure that all students are supervised by a person who is competent, because of knowledge, training or experience.

# The Workplace Safety and Health act

- Its effect on Industrial Arts teachers.
  - Industrial Arts teachers are considered to be supervisors under the Act.
  - Students in Industrial Arts classes are considered “others” under the Act.
    - “Others” are treated as equals to “workers”
      - Therefore The duties of Supervisors apply to I/A teachers and the duties of workers apply to students.

# Duties of Industrial Arts teachers

- protect the safety and health of students
- Inform the students of risks
- Train students or ensure they are trained
- Ensure students use PPE
- Report any risks to the teacher for problem solving.

# Duties of Students

- Protect his/her health and safety as well as others who may be affected
- Only perform jobs that you are trained for.
- (I think I know won't cut it).
- Use all PPE provided for his/her protection
- Follow all Safety Rules of the job
- Report any malfunctions or risks to the Supervisor immediately.

# Due Diligence

- **AN UNFORTUNATE ACCIDENT HAS OCCURRED**
- Can you produce the data to prove Due Diligence????
- The park West School Division has the responsibility and the obligation to show that every possible measure has been taken to eliminate or reduce all potential hazards in any Park West school or property.



# Due Diligence

- Due Diligence must be implemented before an incident occurs.
- Due Diligence records must be able to prove that all reasonable precautions have been taken to ensure an incident would not occur.



# Due Diligence

- Training with written “Safe Work” procedures must exist, they must be signed, and they must be enforced.
- Signed records of discipline must be kept. eg:
  - Failed to use PPE
  - Failed to follow procedures
  - Other issues.

# Due Diligence

- Document
- Document
- Document

# Workshop Agreement

- No horseplay at any time in the wood or metal shops.
- Do not use any woodworking or metal machines until you have received safety instructions.
- The shortest length of stock which may be machined on the thickness planner is 12 inches.
- Keep finger at least 4 inches from saw blades and cutters.
- Keep all safety guards in proper position at all times.

- No machines may be operated while the instructor is out of the shop.
- Remove all tools from machines before turning the power on.
- Machines must come to a dead stop before any adjustments are made.
- Do not distract anyone or allow yourself to be distracted while using a machine.

- Keep the floor around machines free of scrap and clutter.
- Always turn the power off when finished with a machine.
- Check all lumber for nails, screws, paint, sand and loose knots before machining.
- Never force stock wood or metal into a machine faster than the machine will cut.

- Machines must not be used for trivial operations, especially on small pieces of lumber.
- Only one person may operate a machine at any time.
- Remove rings and long necklaces before entering the shop.
- Loose clothing must be fastened or removed.
- Only fully enclosed footwear may be worn in the shop.
- Long hair must be tied back while in the shop.





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Fax: (0151) 355 4426

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- Radial arm saw blade must be brought to a full stop after you have finished using the saw.
- Wear safety glasses when operating all power tools.
- Report all broken tools and broken or poorly operating machines to the teacher.
- Ensure that all dust controls or smoke hoods are operational and turned on before operating machinery.



- I, \_\_\_\_\_ have read and understand the above safety rules and I agree to work within these rules.

- \_\_\_\_\_  
Signature of student

- \_\_\_\_\_  
Signature of parent or guardian



# REMEMBER

- S....Spot the Risk
- A....Assess the Hazard
- F....Find a safer Way
- E....Everyday