

## **Earlscliffe (Sussex Summer Schools Ltd)**

### **SAFETY IN THE ART ROOMS**

The Teacher of Art has overall responsibility for safety within the room and for ensuring that equipment is safe to use, students are aware of procedures and hazards and that work is carried out in a controlled and orderly fashion. The teacher is to produce and maintain written safety instructions for application to each branch of instruction and these are to be held within the room for reference.

#### **General Guidelines**

##### **Access**

Students are generally not allowed into the Art Room unless authorised by a member of staff. House staff are key holders to allow access for boarders to the Art Room at weekends and evenings.

##### **Hazards**

Containers are to be clearly labelled to show the name and potential hazards of the contents. Electrical equipment, kilns and other machines are to be safeguarded against unauthorised use.

Supervising staff to pay particular attention to the following requirements:

Cleanliness of surfaces and floors

Quality of air circulation, good natural ventilation is essential

Spray application only to take place in a booth or cabinet.

Cutting implements – students to be instructed on safe usage and storage.

##### **Protection**

Stocks of protective clothing are to be available, safeguarded and inspected at regular intervals for damage and wear.

Goggles should be used when there is a risk to the eyes and suitable respirators when dusty materials are being handled.

##### **Cleaning**

Floors, working surfaces and tools are to be kept clean. Vacuum cleaners should be fitted with suitable filters.