

Safe Tool Use Procedure (Forest School)

All Hand tools are introduced to the children when it is the 'right time for the child. To use the tools safely we use the 'tool talks' and follow the tool specific risk assessment. Good communication between the users is taught and expected whilst using the tool. The designated safe place for storing tools is in the adult only area, next to the fire circle.

Bowsaw

Used for sawing large pieces of wood (with a diameter of more than 1").

Tool talk – see separate sheet.

To be used by a competent adult with a child helping, 2 children holding the wood with another adult.

Steps to show use:

- Keep wood, to be sawn, off the ground by supporting on logs.
- Respect Position: 1 knee up, 1 knee down. Opposite, and to the side, of each other.
- Place 1 arm through the bow of the saw to prevent the blade jumping (cross arm over)
- Take 1 long stroke and say "to (insert child's name)" as saw comes towards you.
- Once cut is slightly deeper than the blade move hand back alongside blade (uncross arm)

Maintenance

Wipe blade with a cloth to ensure it is clean and dry. WD 40 to prevent rust.

Replace blade as and when required

Bill hook

Tool talk – see separate sheet.

To be used with a competent adult with a child helping.

Steps to show use:-

- Place wood to be cleaved on a flat wooden surface (a slice of log)
- One person, in the respect position, holds the billhook handle and the blade in position over the wood to be cleaved.
- The second person is opposite, in the respect position, with a mallet waiting for instructions.
- 1st person "When you are ready can you hit the billhook gently (on the top of the blade) with the mallet"
- 2nd person "Are you ready?"
- 1st person " Yes"

Grindleford and Eyam Playgroup - Procedure

- 2nd person hits the billhook gently with the mallet.
- Ask for another gentle, medium or hard hit (judging by the hitters previous hit) and follow the communication procedure.
- Once the billhook blade is embedded in the wood, the first person changes position to hold the billhook handle with both hands, and asks the 2nd person to hit the mallet on the end of the blade protruding from the wood. Start with a gentle hit and work up if needed.
- Keep going until the wood splits. Let the wood fall to the ground, do not catch it.

Maintenance

Wipe blade with a cloth to ensure it is clean and dry

Check handle is secure.

Sharpen billhooks on a cigar stone

WD 40 to prevent rust.

Loppers

Tool talk – see separate sheet.

Can be used by the child with an adult supervising

Steps to show use:

- Demonstrate use with a firm stance
- Open handles and position blade around a piece of wood/branch
- Squeeze the handles together to cut branch
- If branch gets stuck rock the blade gently or ask for assistance. Do not free the branch with fingers

Maintenance

Wipe with a cloth to ensure it is clean and dry

Check hinges and handles are secure.

Sharpen, only the beveled end of the blade, if needed.

WD 40 to prevent rust

Sheath Knife

Tool talk – see separate sheet.

A child can hold a mallet and an adult holds the knife to split wood for the Kelly kettle (follow procedure for billhook, but always hold the knife at the handle, not the handle and the blade)

Competent adults can use the knife for cutting and whittling.

Steps to show use:-

- Position yourself in a safe stance either in the respect position, or sitting on a bench
- Work the knife away from the body, cutting down onto a hard surface (a log slice).
- Put the guard back on, and return to the safe place whenever it is not in use.

Maintenance

Clean and dry it using a soft cloth

Does it need sharpening? Can it cut a piece of paper easily? Is the handle secure?

Sharpen on a whetstone if needed

WD 40 to protect from rust.

Potato peeler

Tool talk – see separate sheet.

Used for peeling bark off green sticks. If it is the child's first time using a potato peeler use 1:1 with a competent adult. If the children are competent, they can be supervised at a ratio of 1 adult: 3 children

Steps to show use:

- Sit on a bench, at least 2 arm length and a tool away from anyone else.
- No glove on the tool, a glove on the hand holding the wood.
- Work the peeler away from the body, cutting down onto a hard surface (a log slice).
- Return the tool to the supervising adult as soon as you have finished using it

Maintenance

Clean and dry it using a soft cloth

WD 40 to protect from rust.

If the peeler is blunt, dispose of and replace it

Hand drill

Tool talk – see separate sheet.

A small piston hand grip drill which drills holes in wood by turning a handle and applying a bit of pressure to drill a hole.

Approx ratio 1adult: 2 children. E.g. used for making holes in a badge to hang up.

Steps to show use:

- Position yourself in safe stance feet firmly on the ground
- No gloves required

Grindleford and Eyam Playgroup - Procedure

- Position a spare piece of timber (1 cm thick) underneath to protect work surface
- Position drill piece vertically on top of the piece of wood to be drilled and rotate handle.
- Care must be taken to secure the piece of wood that is being drilled you may need to build a support or clamp it.

Maintenance

Clean and dry it using a soft cloth

Check all the parts are tight and secure

WD 40 to protect from rust.

Replace drill bits when blunt

Date to be reviewed:

Signed on behalf of the committee:

Name of signatory:

Role of signatory:

I agree that I have read, understand and agree with the above policy

Sign and dated by staff members

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