

Curriculum activity risk assessment

Print Making

clever • skilled • creative

Activity scope

This document relates to student participation in Print Making as a curriculum activity.

Print making refers to lithography, silkscreening, photographic silkscreening, intaglio printing (i.e. etching), engraving and dry point, relief printing (i.e. woodcuts), lino cuts and collographs. (Refer to guideline: [Spray Painting](#) for information on the use of compressed air.)



Teachers/leaders:		
Activity description:		
Start date:	Finish date:	No of students (approx.):
Class groups:		Supervision ratio (approx.):

Risk level

The actual risk level will vary according to the specific circumstances of the activity and these **must** be considered when assessing the inherent risk level and planning the activity. As a starting point, ask the following questions:

- Which students will be involved?
- What will the students be doing?
- What will the students be using?
- Where will the students be?
- Who will be leading the activity?



Inherent risk level		Action required/approval
<input type="checkbox"/>	Medium	<p>Includes silkscreening and relief painting (i.e. linocuts, woodcuts, monoprints and collographs); These processes involve the use of cutting tools and, in some instances, toxic pigments.</p> <p> <input checked="" type="checkbox"/> Record controls in your planning documents and/or complete this <i>Curriculum Activity Risk Assessment</i>. <input checked="" type="checkbox"/> Consider obtaining parental permission. </p>
<input type="checkbox"/>	High	<p>Includes photographic silkscreening, lithography and intaglio printing (i.e. lino etching, aquatinting, etching, engraving, dry point); These processes involve the use of chemicals (e.g. acids), as well as cutting tools and toxic pigments.</p> <p> <input checked="" type="checkbox"/> A <i>Curriculum Activity Risk Assessment</i> must be completed. <input checked="" type="checkbox"/> Principal or delegated Deputy Principal or Head of Program (i.e. HOD, HOSES, HOC) to review and approve risk assessment. <input checked="" type="checkbox"/> Obtaining parental permission is recommended. <input checked="" type="checkbox"/> Once approved, activity details are to be entered into the <i>School Curriculum Activity Register</i>. </p>

Listed below are the minimum recommendations for this type of activity. For any items ticked 'No', provide further information regarding the additional or alternate controls to be implemented for the safe conduct of the activity.

Minimum supervision
Adequate adult supervision is to be provided. In determining what is adequate, consider the number of students, their individual needs, and the nature of the activity. If an adult other than a registered teacher is engaged for instruction, a teacher should be present to take overall responsibility. Blue Card requirements must be adhered to.
<input type="checkbox"/> Registered teacher with minimum qualifications as outlined below OR <input type="checkbox"/> An adult with minimum qualifications as outlined below, in the presence of a registered teacher
Further information:

Minimum qualifications

The qualifications listed in this section are minimums for each type of situation. Leaders are encouraged to seek training to raise their qualification level above the minimum listed.

- Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel.
- [Blue Card](#) requirements met

Medium — Some chance of an incident and injury requiring first aid

For a registered teacher:

- experience (previous involvement) in the print making processes of silkscreening and relief printing
- OR**

For a leader other than a registered teacher:

- an adult with competence (demonstrated ability) in silkscreening and relief printing, if a teacher with relevant experience is not available.

A teacher could demonstrate their competency through their:

- knowledge of the activity and the associated hazards and risks
- experience (i.e. previous involvement) in undertaking the activity
- demonstrated ability and/or expertise to undertake the activity
- possession of qualifications related to the activity.

High — Likely chance of a serious incident and injury requiring medical treatment

For a registered teacher with qualifications in Art:

- a registered teacher with competence (demonstrated ability) in print making and the use of the relevant equipment

A teacher could demonstrate their competency through their:

- knowledge of the activity and the associated hazards and risks
- experience (i.e. previous involvement) in undertaking the activity
- demonstrated ability and/or expertise to undertake the activity
- possession of qualifications related to the activity.

OR

For a leader other than a registered teacher:

- an adult with expertise (formal qualifications) in print making, when a teacher as described is not available.

Further information:

Minimum equipment/facilities <i>If 'No' is ticked, provide further information.</i>	Yes	No
First aid kit suitable for activity	<input type="checkbox"/>	<input type="checkbox"/>
Communication system: <input type="checkbox"/> phone-line at location <input type="checkbox"/> mobile phone <input type="checkbox"/> walkie talkies/UHF radio <input type="checkbox"/> student/adult messenger Other:		
Material safety data sheets stored with all chemicals used; These must be less than five years old.	<input type="checkbox"/>	<input type="checkbox"/>
Sun safety equipment (hat, sunscreen, shirt etc)	<input type="checkbox"/>	<input type="checkbox"/>
Drinking water (students should not share drinking containers)	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate personal protective equipment (e.g. gloves and safety glasses) should be worn by all persons participating in the activity.	<input type="checkbox"/>	<input type="checkbox"/>
Running water should be available adjacent to the work area in case of acid burns or spillage.	<input type="checkbox"/>	<input type="checkbox"/>
An eyewash facility should be available when chemicals are used.	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Hazards and suggested control measures

All persons engaging in this activity should:

- identify the hazards, including any additional hazards not mentioned here
- assess their significance
- manage the potential risks.

Listed below are indicative hazards/risks and suggested control measures. They are by no means exhaustive lists. After checking these, add details of any other identified hazards/risks and additional controls you intend to implement.

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
Hazardous substances <ul style="list-style-type: none"> • Corrosive chemicals • Flammable chemicals • Carcinogenic chemicals • Volatile 	<ul style="list-style-type: none"> • Ensure Managing Hazardous Materials in Art guidelines are adhered to. • Note that the use of hydrofluoric acid, nitric acid and rosins is prohibited. • Ensure that there is no feathering of acid when etching. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
	<ul style="list-style-type: none"> Ensure that cutting tools are sharp and in good condition. Ensure that students handle implements correctly and cut away from the body. 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
Confined spaces	<ul style="list-style-type: none"> Ensure that students have adequate space within which to work safely (i.e. an arm's-length space between students). Safety zones should be established to ensure that students have an adequate work area that other students will not enter. 	<input type="checkbox"/>	<input type="checkbox"/>	
Tools, plant or equipment	<ul style="list-style-type: none"> Note that risks increase when more than one person operates printing equipment and machines (e.g. printing presses), at any one time. Ensure that any equipment that can be used to enhance the safety of the processes is made available (e.g. bench supports for cutting lino and wood blocks). Ensure that in primary school settings, only teachers use the lino tools. Consider the use of personal protective equipment such as gloves, safety goggles, dust masks, smocks, etc. as appropriate Maintain an effective and safe storage system for all tools. Ensure that darkroom safety guidelines are observed when using a darkroom for photographic silkscreening. If the developing process is involved, proper facilities should be used. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Students <ul style="list-style-type: none"> Student numbers Special needs High risk behaviours Medical conditions 	<ul style="list-style-type: none"> Obtain parental permission, including relevant medical information. When students with medical conditions are involved, ensure that relevant medical/emergency plans and medications are readily available (insulin, Ventolin, EpiPen, etc.) 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	

Approval	
<input type="checkbox"/>	Approved as submitted:
<input type="checkbox"/>	Approved with the following condition(s):
<input type="checkbox"/>	Not approved for the following reasons(s):
By:	Designation:
Signed:	Date:
Once approved, activity details should be entered into the <i>School Curriculum Activity Register</i> by administrative staff.	Reference no.

Monitor and review <i>To be completed during and/or after the activity and/or at the completion of the series of activities.</i>	Yes	No
Are the control measures still effective?	<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes?	<input type="checkbox"/>	<input type="checkbox"/>
Are further actions required?	<input type="checkbox"/>	<input type="checkbox"/>
Details:		

Important links

- HLS-PR-003: First Aid
<http://education.qld.gov.au/strategic/eppr/health/hlspr003/>
- HLS-PR-005: Health and Safety Incident Recording and Notification
<http://education.qld.gov.au/strategic/eppr/health/hlspr005/>
- Photography
<http://education.qld.gov.au/strategic/eppr/health/hlspr012/resources/photography.pdf>
- HRM-PR-010: Working with Children Check – Blue Cards
<http://education.qld.gov.au/strategic/eppr/hr/hrmpr010/>
- Managing Hazardous Materials in Art
<http://education.qld.gov.au/strategic/eppr/health/hlspr012/resources/hazmaterialsart.pdf>

Further information

For further information on incorporating risk management strategies into curriculum activity planning refer to [HLS-PR-012 Managing Risks in Curriculum Activities](#) and the associated list of [Curriculum Activity Risk Assessment Guidelines](#). (See: <http://education.qld.gov.au/strategic/eppr/health/hlspr012/index1.html>)

For further support with risk management training and advice, contact trained staff in schools such as Workplace Health and Safety Officers (WHSOs) and Workplace Health and Safety Representatives (WHSRs), and regional staff such as Senior Health and Safety Consultants.