

## Theater Shop Safety

# General Safety

While the theater shop is in some ways very similar to the standard wood shop, there are several ways in which it is very different. Therefore, it is important for each student to understand and be able to apply safe techniques at all times. Safety is of the utmost importance when using tools, handling material, and just working or being in the shop. Personal safety, protection and care of tools, and efficient use of materials are generally accepted as the most important areas of safety concentration. A proper attitude on your part is the most positive way of maintaining an accident-free environment. It is your responsibility to respect, practice and maintain safe working conditions.



Bodily injury and damage to materials or tools are obviously undesirable as well as costly. Bodily injury is unwanted in any form, and is the primary reason for the shop policies. Tools and materials are expensive to replace, and the time lost is equally expensive in many cases.

**SAFETY  
FIRST**

**THE SAFE WAY IS  
THE BEST WAY**

It is literally impossible to list a safety rule for each potential accident. The safety rules presented here are based on our experiences, the experiences of workers in the field, safety suggestions from several references, and safety precautions as recommended by tool manufacturers. These safety rules and suggestions are not intended to cover all situations, but will give you an idea of some situations which require special attention. Remember, accidents are caused by an unsafe act, or an unsafe condition. Your attitude in being alert and aware of a possible hazard, and removing and/or reporting the hazard is the best safety precaution we have.

# General Safety Rules

1. The first and most important rule in the shop is that any person performing a task with a tool has precedence over all other action.

2. Always wear safety goggles when using any tool.



3. Report all accidents to the instructor immediately, regardless of how minor they may seem.

4. Lift and carry heavy and/or bulky objects safely. Lift with legs, not with your back, and ask for help in moving heavy objects.

5. Do not look around or attempt to carry on a conversation while operating a power tool. Keep your eyes and mind on your work.

6. Wear appropriate clothing for the job; i.e. no loose clothing, dangling jewelry, or gloves.

7. Assume a safe and comfortable position before using a power tool.

8. Use all tools only for their intended use.

9. Do not use a dull or broken tool.

10. Have all special setups checked by the instructor.
11. Make sure your hands are dry before using any power equipment.
12. Wipe up immediately any liquids spilled on the floor.
13. Do not place articles on ladders or scaffolding, as they may fall and cause injuries.
14. Do not operate a power tool or stage equipment if you feel ill or sleepy, or if you are on a medication which may impair your abilities.
15. Never carry a tool by its cord, or with your finger on the trigger.
16. Excessively long hair which may impair your vision or be caught in moving parts must be taken care of. A head band, scrunchie, or rubber band will usually be appropriate. When in doubt, ask the instructor.
17. Never throw objects in the shop.
18. No form of “horse play” is allowed in the shop.



19. Never carry nails, screws or other hardware in your mouth.
  
20. Make sure all wheels are locked and all braces are in place before climbing scaffolding.
  
21. Always make sure your have ample space when using any power tool.
  
22. Make sure all stock is correctly supported before beginning any cut.
  
23. Report any unsafe situation to the instructor immediately.



# Machine Tool Safety

1. In order to earn the right to operate any machine, you must first pass the general safety test, and then pass the test on the safe operation of the specific machine.

2. The operator is the only person allowed in the safety zone of a machine that is running.

3. Clean all scraps off a machine when you are through using it.



4. All machines should be running at full speed before you begin cutting stock.

5. All cleaning and adjusting of a machine must take place with the machine at a dead stop and unplugged from the power source.

6. Make sure the area around the machine is clear of any foreign materials and hand tools before turning the machine on.

7. If a machine does not operate properly, shut it off, unplug it and tell the instructor immediately.

8. Never start or stop a machine for another person.

9. After a machine is turned off, allow the blade to slow naturally.
10. All safety guards must be kept in place while a machine is running.
11. Make sure all adjustment knobs, screws, fences, and tilting devices are securely fastened before you turn the power on.
12. You must get permission from the instructor to change a blade or cutting tool.
13. Make sure to remove any special set up on a machine after you use it.
14. You are never permitted to use a machine when the instructor is out of the room.

15. Never try to attract the attention of someone who is using a machine.

16. Make sure to stand to one side of the path of the cutting tool when turning the power on.

17. Never leave a machine that is running for any reason.

