

Safety Tips

Prevent Hand Tool Injuries

- **Correct Size:** *All tools used for a specific purpose should be of the appropriate size. You should have the correct sized tool. Forcing a small hand tool to do the job of a large one may result in tool damage or injury.*
- **Proper Training:** *Users should be trained to properly use the tool. The tools should be used the way they were intended. For example, you should drive a wood chisel outward and away from your body.*
- **Good Condition:** *Tools should be kept in good condition. Broken or worn tools should be repaired immediately and should be discarded if no repair is possible.*
- **Proper Storage:** *Store tools in safe places. Many accidents occur when tools fall from overhead. Injuries also occur when sharp tools are left in toolboxes with the cutting edges exposed or when carried in pockets. Store all sharp-edge hand tools with the sharp edges down.*
- **Watch your Fingers:** *You should take special care when hammering so that you strike the object and not your fingers.*
- **Grip tools firmly:** *Always hold hand tools securely and tightly so that they do not slip and hit someone.*
- **Protective clothing:** *Wear personal protective equipment like eyewear, face mask, coverall, appropriate shoes, etc. Do not wear gloves when holding hand tools because they make gripping difficult.*
- **Be alert and work defensively.**
- **Inspect tools before using.**
- **Keep hand tool cutting edges sharp** so that the tool moves smoothly without skipping or binding.
- **Never use a screwdriver to check if electrical circuits are hot.**
- **Do not use pliers in place of a wrench.**
- **Keep wooden handles of tools free of splinters or cracks.**
- **Never strike a hardened steel surface with a steel hammer** because a small piece of steel may break off and injure someone.

Safety Tips

Prevent Power Tool Injuries

- **Safety Glasses:** *These prevent dust and debris from getting into the eyes. Safety glasses are the most basic safety equipment to be worn when using power tools.*
- **Ear Protection:** *Power tools can generate a lot of noise. To minimize damage to the ears, it is advisable to wear earplugs.*
- **Know the Right Tools:** *It is a good idea to thoroughly read the instruction manuals provided with the equipment to be familiar with the recommended safety precautions.*
- **Use Tools Correctly:** *Tools should not be carried by their cords. Tools not in use should be disconnected. While passing a tool connected to a power source, fingers should be kept away from the on/off switch.*
- **Proper Clothing:** *Long hair should be tied back. Loose clothing should be avoided. Clothing should cover the entire body and gloves should be worn. Masks prevent inhalation of harmful minute particles. Steel toed work boots and hard hats can also be worn.*
- **Tool Inspection and Storage:** *Do not use power tools in wet environments. Check cords for wear or exposed wires. Return tools to their cabinets when not in use.*
- **Work Area:** *The area should be well lit and clean. An uncluttered work area allows easy maneuverability of power tools.*

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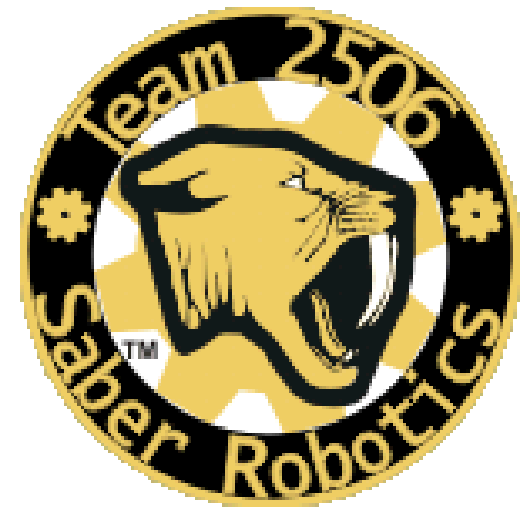
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Safety Information for Teams

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First Aid

Recognize an Emergency

- Unusual Sights: *Blood, Smoke, Flames, Broken Items*
- Unusual Behaviors: *A person who is noticeably uncomfortable, clutching chest or throat, unconscious, confused or having trouble breathing*
- Unusual Odors: *Gasoline, Natural Gas, Smoke*
- Unusual Noises: *Screaming, Sudden Silence, Explosion, Items Falling, Glass Breaking, Tires Screeching, Metal Crashing*

React to Emergency

- Check the Scene: *When approaching the scene check the area for other hazards and victims.*
- Use Protective Equipment: *Always wear gloves and face shields to protect yourself and others. Protective eyewear is also recommended.*
- Check Injured Person(s): *Make note of the number of people injured and what their injuries are.*
- Call for Help: *Notify Mentors, First Responders, Pit Admin, and contact local authorities if necessary.*

Minor Medical Emergencies

1. Small Cuts
 - a. Clean the area and use a band-aid if necessary
 - b. Apply triple antibiotic ointment only if there is no chance of allergy
2. Bumps and Bruises
 - a. Stop working if necessary
 - b. Ice if necessary for no more than 15 minutes
3. Mild Burn
 - a. Remove source of heat
 - b. Run cool, NOT COLD, water over the burn
 - c. Dry gently and apply Aloe Vera if necessary
 - d. Take medicine to reduce pain
4. Stress
 - a. Relaxation Breathing
 - b. Muscle Relaxation
 - c. Imagination
 - d. Shoulder Shrugs and Squeezes
 - e. Exercise
 - f. Time Management
5. Strains, Sprains, Breaks
 - a. Rest
 - b. Splint
 - c. Ice for 15 minutes
 - d. Elevate injured area above heart level
 - e. Seek further medical advice

First Aid

Minor Medical Emergencies Continued

6. Conscious Choking
 - a. Give back blows
 - i. Lean the person forward.
 - ii. Place the heel of the hand on the person's back between the shoulder blades.
 - iii. Give 5 back blows.
 - b. Give abdominal thrusts
 - i. With one or two fingers of one hand, find the person's bellybutton.
 - ii. Make a fist with other hand and place the thumb side of your fist against the person right above your fingers at the bellybutton.
 - iii. Grasp your fist with your other hand.
 - iv. Give 5 abdominal thrusts.
 - c. Repeat step a., then step b. until the object is dislodged or the victim becomes unconscious.

Major Medical Emergencies

6. Allergic Reaction
 - a. Contact local authorities and Pit Admin if at a FIRST event
 - b. Ask the person if they have known allergies
 - i. If they do, ask if they have an EpiPen®
 1. For assistance with the EpiPen®, contact a first responder
7. Shock
 - a. Symptoms of shock
 - i. Restlessness or irritability
 - ii. Altered consciousness (e.g., drowsy, confused or dazed, or passing out)
 - iii. Nausea (sick to the stomach)
 - iv. Pale or ashen (gray), cool, moist skin
 - v. Fast breathing
 - vi. Fast pulse
 - b. If shock is indicated, contact local authorities and Pit Admin if at a FIRST event
 - i. Have the person lie down, as this is often the most comfortable position
 - ii. Control any external bleeding
 - iii. Calm and reassure the person
 - iv. Raise the person's legs about 12 inches unless you suspect head, neck or back injuries, or a broken hip or leg
 - v. Help the person maintain a normal body temperature; if the person is cold, cover him or her with a blanket or warm clothing
 - vi. Do not give the person anything to eat or drink, even though he or she may be thirsty
 - c. Keep the person warm
 - d. Try and keep them calm and awake
 - e. Seek the source of shock

First Aid

Major Medical Emergencies Continued

1. Severe Bleeding
 - a. Follow standard precautions to prevent disease transmission (such as wearing non-latex disposable gloves and other personal protective equipment such as eyewear or masks, if available)
 - b. Cover the wound with a dressing and press firmly against the wound (this is called direct pressure) until the bleeding stops.
 - c. Secure the dressing with a roller bandage. Tie knot directly over the wound.
 - d. Check the fingers (or toes) for feeling, warmth and color to make sure the bandage is not too tight.
 - e. If bleeding does not stop, apply additional dressings and bandages and continue to apply direct pressure.
 - f. Contact local authorities and Pit Admin if at a FIRST event
 - g. Care for shock and continue to monitor the person until help arrives.
2. Moderate Burn
 - a. Remove the source of heat.
 - b. Cool the burn.
 - c. Cover the burn loosely with a sterile dressing and care for shock.
 - d. Do not break blisters; loosely cover blisters with a sterile dressing.
 - e. For a serious burn, contact local authorities and Pit Admin if at a FIRST event
3. Poisoning
 - a. Ingested Poison
 - i. Contact the Poison Control Center at 1-800-222-1222.
 - ii. If the person is unconscious, or there is a change in the level of consciousness, or if another life threatening injury is present, contact local authorities and Pit Admin if at a FIRST event.
 - b. Inhaled Poison
 - i. Move the victim to fresh air.
 - ii. Care for life threatening conditions.
 - iii. Monitor the victim's airway, breathing and circulation.
 - iv. If conscious, keep the victim comfortable.
 - c. Poisonous Plants
 - i. Remove exposed clothing and wash the exposed area thoroughly with soap and water as soon as possible after contact.
 - ii. If rash or wet blisters develop, advise the victim to see his or her health care professional.
 - iii. If the condition spreads to large areas of the body or face, have the victim seek medical attention.