

## SHOP SAFETY RULES

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## **BANDSAW**

1. Plan the sawing sequence so that there is a maximum forward feed with a minimum of backing out or cuts. Make relief cuts where necessary. Never back out of a cut with the bandsaw running. Saw you way out wherever possible.
2. The bandsaw is operated freehand, that is, without a fence. Watch the blade constantly to prevent twisting it or pushing it sideways.
3. Keep fingers clear of the path of the blade while making a cut. Hands must never be in line with the blade.
4. Match the blade to the job.
  - Cut curves and small radius circles with a narrow blade.
  - Cut thick stock with a wide blade.
5. Never stand near the right side of the saw. A broken blade may feed out of the upper guard into that spot.
6. Feed the stock only as fast as the saw will freely cut.
7. Clear away scraps of wood on the table only after the saw stops running. Use a stick – not your fingers.
8. If a small piece catches in the throat of the saw, stop the saw at once and remove it.
9. Be alert for a cracked blade, which makes a clicking sound. Stop the machine at once.
10. Irregularly shaped work must be supported against the downward thrust of the blade. Stock to be cut on the bandsaw should not rock on the table.
11. Things that you already know, but are worth repeating -
  - If the machine does not seem to be operating properly, or if the blade should break, stand clear and turn the machine off, if possible.
  - Make adjustments only when the machine is at a dead stop.
  - Wear eye protection.

## **DRILL PRESS**

1. Be sure that the drill press table and head are square and secure.
2. Remove the chuck key immediately after using it.
3. Back the bit out as soon as the hole is drilled.
4. Stop the drill press before attempting to remove work, chips, or cuttings.
5. Clamp all small work.
6. Put a scrap piece under every workpiece to avoid drilling into the drill press table.
7. When drilling deep holes, 'clear out' the bit frequently to avoid burning the bit.
8. Things that you already know, but are worth repeating -
  - Never touch or grab any revolving part. Shut off the power without endangering yourself, if possible.
  - Wear eye protection.
  - Secure all long hair and loose clothing.

## **JOINTER**

1. Use only clean lumber; no nails, foreign matter, finishes or excess glue.
2. Inspect all wood for checks, loose knots, or other defects.
3. Be sure that the guard is in place over the knives. (Jointers have knives, not blades.)
4. Adjust the fence only when the machine is at a dead stop.
5. Do not use the jointer for cuts greater than 1/16".
6. Observe the minimum workpiece length for the jointer. The minimum workpiece length for the 8" jointer is 8".
7. The minimum thickness for a jointer is 3/8".
8. The depth of cut must be lighter when facing harder stock on the jointer.
9. Use an approved push stick whenever practical. Have all necessary push blocks handy before starting the machine.

10. Push the stock far enough past the knives to allow the guard to return before picking the piece up.
11. Match the feed rate to the material. Take into account grain direction, knots, size of stock, hardness and type of cut.
12. Never apply hand pressure directly over the cutter head.
13. Very long pieces may require a second person to 'tail off' the stock.
14. Always leave the machine square and adjusted for a light cut, 1/16"
15. Things that you already know, but are worth repeating -
  - Do not adjust the out-feed table.
  - Always check the depth of cut and angle of the fence before using the jointer.
  - Always wear eye protection.

### **PORTABLE ROUTER / LAMINATE TRIMMER**

1. Change bits and make adjustments only with the router unplugged.
2. Tighten all bits and cutters with proper wrenches.
3. Before plugging in the electric cord, be sure that the switch is in the 'off' position and the machine is on its side.
4. Arrange the electric cord before the cut, taking into account safety and convenience.
5. Secure workpieces with a clamp or vise. Never hold work in the hands. Keep fingers clear of the bit by several inches.
6. Move the router AGAINST the rotation of the bit.
7. Several shallow passes will produce a smoother cut than one deep pass. For most purposes, the depth of cut should not exceed ¼".
8. Do not over-tighten router bits.
9. Before repositioning a workpiece, shut off the router and set it on its side.
10. A full face shield is the preferred eye protection when using a router.

### **ROUTER TABLE**

1. Move the workpiece against the rotation of the bit.
2. Keep fingers away from the bit. Use push sticks as necessary.
3. Wear eye protection.

### **SPINDLE SANDER**

1. Make sure that the proper sized spindle is securely mounted.
2. Match the throat plate to the spindle size.
3. Use steady, smooth pressure on the workpiece against the rotation of the spindle.
4. Sanding very small workpieces on the spindle sander is dangerous because fingers may be caught between the oscillating spindle and the table.
5. Plastic, as well as plywood, glue, paint and dirt will clog and ruin the abrasive surface. Do not feed them into any sander.
6. Things that you already know, but are worth repeating -
  - When changing a spindle, make sure that all wrenches are removed before turning on the power.
  - Wear eye protection.

### **BELT / DISC SANDER**

1. Hold the work securely. Sand only on the downward side of the disc sander.
2. Keep fingers away from the abrasive surface of the sander.
3. Feed stock into the abrasive material only at a moderate rate of speed and pressure.
4. Sanders are for finishing operations ONLY. They are not designed to take the place of cutting machines. The maximum cut for the disc sander is 1/8".
5. Plastic, as well as plywood, glue, paint and dirt will clog and ruin the abrasive surface. Do not feed them into any sander.
6. Wear eye protection.

## **CHOP SAW / TABLE SAW**

1. Select and install the proper saw blade for ripping material or cutting across the grain. Make sure that the blade is sharp and free of cracks or other defects. Change dull blades, with power off at the panel.
2. Limit saw blade extension above the stock.
3. Insure that all guards and other safety devices are in their proper position.
4. All dado and special set-ups must be approved by the instructor.
5. Stand to one side of the line of the saw blade.
6. Keep fingers clear of the path of the saw blade.
7. Clear away scraps of wood o the table only after the blade stops moving. Use a stick, not your fingers.
8. Turn off the power after using the table saw.
9. Inspect all wood carefully. Be sure that it is free of loose knots, nails, sand, paint, etc.
10. Never reach over or behind a revolving saw blade.
11. Freehand cutting is never permitted on the table saw.
12. Saw material with the flat surface on the table, and a straight edge against the fence.
13. Control the stock between the blade and the fence.
14. Fasten a clearance block to the ripping fence when the miter gauge and ripping fence are used at the same time. Obtain instructor permission.
15. Do not cut cylindrical stock on the table saw without instructor permission.
16. Use a push stick whenever practical. Push the stock completely past the blade.
17. Have necessary push sticks available before starting the table saw.
18. Reset saw adjustment to normal position after completing an operation requiring a special set-up. Always leave the machine square.
19. The table saw should not be used for trivial operations, especially on small pieces of lumber.
20. Wear safety glasses, goggles or face shield.
21. Do not talk to or distract anyone while they are operating the table saw.