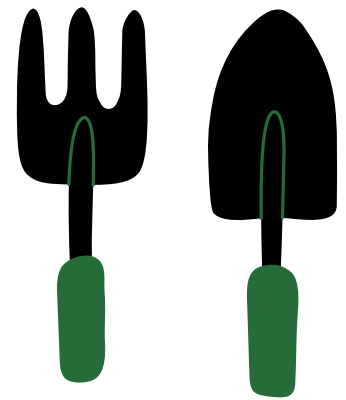


Using tools & machinery best practice for gardeners

Key things to remember

- ✓ **Inspect** tools before use, make sure they're not broken.
- ✓ **Wear** the correct PPE for each tool or machine.
- ✓ **Clear** the surrounding area of obstructions and bystanders.
- ✓ **Operate** machinery using the proper techniques to avoid injury.
- ✓ **Take breaks** when carrying out repetitive tasks
- ✓ **Don't** operate tools or machinery that you're not sure how to use.



Using hand tools: spades, forks, trowels, rakes, pruners, watering cans

- 🕒 Make sure tools are in good condition before using, with handles securely attached, minimal rust and not blunt.
- 🕒 Wear grippy footwear and gloves when to ensure you're standing and gripping hand tools securely.
- 🕒 Store hand tools correctly, replacing sheaths and returning to its usual storage place after use.
- 🕒 If a tool feels too heavy to lift, stop using it and ask if there is a smaller size available.
- 🕒 Avoid touching your eyes, nose & mouth after handling soil. Ensure to remove gloves and wash hands.

Using machinery: strimmers, lawn mowers, leaf blowers

- ⚙️ Only use machinery that you feel confident using and have been approved to use by your supervisor.
- ⚙️ Always wear grippy footwear, goggles, ear defenders and gloves when using gardening machinery to avoid injuries from slipping, debris, loud noises and hot equipment.
- ⚙️ Make sure to wear a hard hat if working with falling debris like tree branches.
- ⚙️ Make sure the surrounding area is free from people and obstructions before turning machinery on.
- ⚙️ If someone comes within a 3 metre radius while you're using machinery, switch it off straight away and ask them to move further away.
- ⚙️ If possible, use signage and barriers around areas where machinery is being used.
- ⚙️ Store machinery correctly, unplugging cables and returning to its usual storage place after use.

- 🔔 If you need to use gardening chemicals, ask your supervisor first and read the COSHH guidelines.
- 🔔 If you experience pain or an injury while using a hand tool, stop and inform your supervisor.
- 🔔 If a tool or machinery appears broken, don't use it and inform your supervisor.
- 🔔 If someone gets injured while using machinery, stop and inform your supervisor. In emergencies call 999.