

# Woodshop Rules

1. Proper personal protective equipment is non-negotiable, including
  - Closed toed shoes while inside the woodshop
  - Safety glasses or goggles are required when any tool is running in the shop
  - No gloves while operating machinery
  - Dangling objects must be tied back/removed to reduce being caught in machinery (long hair, hoodie strings, jewelry, etc)
  - Hearing protection is required.
2. Remain aware of your surroundings and others in the shared space
3. Clean as you go, not last minute. Make sure you are managing your time with clean up in mind. This space is used by many people, leave it better than you left it.
4. It's your responsibility to inspect tools prior to use to confirm they are in proper working order.
5. When finished with a tool, put it away cleaner than you found it.
6. Any wood brought in needs to be checked with the metal detector before it is put through ANY tool, no breaking down pallets on makerspace property.
7. Pressure treated wood is strictly banned from use in the woodshop.
  - Use of pressure-treated wood in the shop will result in loss of access to the space until you retake the orientation class.
8. Keep your fingers at least 3" from any cutting surface.
9. Make sure dust collection is connected and on before you start using a tool.
10. Never leave a machine running while you are not using it.
11. Wait until someone steps away from their machine and turns it off before approaching them.
12. Headphones are not allowed while operating machinery.
  - This is so that in case of an emergency everyone can be made aware of what is going on without additional distractions.
13. No oil based paints/stains (allowed paints/stains/cleaners/solvents are posted).
14. Do not use a tool you are not trained on. Please ask a tool champion for instruction.
15. If you have to be asked to clean up/take care of this space multiple times, you will lose access and be required to retake the safety class at your own expense.
16. Follow all Makerspace code of conduct rules
17. Be aware of where cords are, do your best to keep them out of walkways.

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