

# HBPL Makerspace Code of Conduct

 Idea to reality. We'll help you get there.

This is a space where everyone is welcome and which inspires creativity and collaboration. Some activities will make you think critically, others will turn your thoughts into action.

We support a culture where:

- everyone shares responsibility for safety.
- we help one another and are receptive to feedback.
- we support one another.
- innovation is encouraged.
- positive experiences are created.
- This is a place to have FUN, LEARN, be PRODUCTIVE, and work SAFELY.

Please adhere to posted safety and equipment guidelines, report damaged or unclean equipment, and ask questions.

## Safety Guidelines

Report all injuries/incidents

- Immediately report ALL accidents, injuries, or incidents to a Makerspace Supervisor.
- Immediately discontinue use of tool(s) or equipment if it becomes unsafe, damaged, or is not working properly; notify a Makerspace Supervisor.

Safe Conduct Agreement



- Use the space and equipment safely and leave the space and equipment in clean and working condition.
- Work and behave in a way that protects your own safety of others.
- Children under the age of 18 must be accompanied and supervised by an adult.
- Ask for help when you are uncertain how to use equipment.
- Operation of the 3D printer is restricted to the Makerspace Supervisor.

Use Tools Correctly

- Use tools how they are designed to be used.
- Never use a broken tool. Report any broken tools or machinery to a Makerspace Supervisor immediately.
- Do not remove tools from the Makerspace.
- Never walk away from a tool that is still on.
- Never tamper with a tool's safety features. Operate machinery according to recommended procedures and with safety guards in place, as applicable.

Food and Drink

- Food is not permitted in the Maddy Makerspace.
- Covered Beverages allowed in certain areas. Check with Makerspace Supervisor.

Clean Up

- Clean up after yourself; leave the area clean and tidy.
- Clean and return all tools and equipment to where you got them.
- Shut off and unplug machines when cleaning.
- Clean up spills immediately.

I understand and will comply with all safety guidelines while using the Maddy Makerspace.

Signature:

Print Name:

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**Huntington Beach Public Library**

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