

What to do + what not to do

in Dunblane Digital Makerspace

The makerspace is open to everyone - we should all feel safe & welcome
You are responsible for your own safety and the safety of others around you.

Clean Up

Clean up after yourself - put rubbish in the correct recycling bin
Rooms need to be clean and clear when you leave - think about the next user.
Wash and put away any mugs or dishes used

Human interaction

Share our spaces fairly and respect privacy
Before taking photos etc, ask permission
Be respectful of differences in opinion
Communicate in an open and respectful way - let other people be heard
Keep swearing to a minimum and no derogatory language
Ask before helping someone or giving advice/ assume competence
If someone is making you feel uncomfortable, ask them to stop

Use of Equipment

Don't use tools /machines unless you're sure you know how to do so safely.
Accreditation is required if you are to use any of the machines unsupervised
If you see someone working in an unsafe way, stop them and tell them
Do not ignore or switch off any safety features or equipment
Report damage or breakages
No accessing porn or websites promoting hate.

Accessing & Leaving the Burgh Chambers

2 people must be in the building at all times
Scramble the code number for the keysafe
If you are the last to leave the Makerspace, please ensure
All machines, lights and heaters are turned off;
All windows and doors are closed/locked;
The building's alarm system is switched on.