

# Safe and Effective Tool Use



**ARBORVERSITY**  
Horticulture Training Program

## Course Description

Using tools safely and correctly is essential to working confidently and efficiently in public garden settings. This course introduces foundational practices for selecting, inspecting, and using common horticultural tools, with a focus on safety, care, and suitability for the task at hand.

You'll learn how to match tools to specific jobs, follow safety precautions to prevent injury, and keep tools in good working condition. The course also covers basic expectations for tool storage, maintenance, and communication when working on a team or leading volunteers.

## Learning Objectives

After taking this course, you will be able to:

1. Identify common horticultural tools and explain when each should be used.
2. Select the appropriate tool for a given task, considering efficiency, safety, environmental conditions, and your organization's procedures.
3. Inspect tools before use to check for damage, defects, or safety concerns.
4. Use tools safely by using proper posture, grip, and situational awareness.
5. Use personal protective equipment (PPE) appropriate to the task and tool.
6. Work safely around others by communicating clearly and maintaining awareness of surroundings.
7. Clean, store, and maintain tools properly, and follow your organization's procedures to report or remove damaged tools.
8. Reinforce safe tool practices by modeling good tool practices and following established safety standards.