



DEWVALE  
SCHOOL

# LAB SAFETY POLICY

<b>Policy Name</b>	<b>Lab Safety Policy</b>	<b>Policy No.</b>	<b>DWS_PLC_014</b>
<b>Effective Date</b>	<b>April 2024</b>	<b>Date of Last Review</b>	<b>NA</b>
<b>Date of Next Review</b>	<b>April 2025</b>	<b>Person in-charge</b>	

At Dewvale School, Science is a hand – on laboratory class. Safety in the science classroom is an important part of scientific process. To ensure safe classroom, a list of rules has been developed for science laboratories.

### Objectives of Laboratory Safety

- Locate and use of Lab equipment's safely.
- Know the basic rules of lab safety in the classroom/Lab
- Identify lab symbols

The following precautionary measures will always be followed in the science Laboratory by the science teachers and lab assistant.

- The laboratory shall always be locked when not in use.
- All sorts of mess shall be cleaned immediately after usage of the laboratory.
- Teachers should always accompany learners visiting the laboratory. Under no circumstances shall learners be allowed to be in the laboratory without the teacher.
- Teacher shall arrange the laboratory assistance a day before the visit.
- Learners shall perform experiments under strict supervision of the teachers.
- Any form of injury should be reported immediately to the school clinic and the office of the Principal/ Vice Principal.
- No labels (either on the apparatus or cupboards) shall be removed.
- No rehearsal of any kind in the laboratory.
- Charts must be utilized in the laboratory only. Teacher should not remove charts from the laboratory.
- No chemicals, apparatus etc. should be taken to classrooms.
- The laboratory time table shall be observed by all science teachers.
- Touching and/or tasting chemicals are strictly prohibited.
- All apparatus including scales and microscopes shall only be utilized in the laboratory under strict supervision of the educator
- Some chemicals are inflammable when come into contact with oxygen. Opening chemical bottles is therefore a hazardous activity which must only be done by the teacher after thorough reading of instructions and directions for use.
- Movement should be minimized in the laboratory
- Broken articles should not be touched by any learner.

- The teacher in-charge of the period shall carry full responsibility of anything happening to learners in the laboratory.
- No students are allowed to do experiments in the absence of teacher.

### **Safety rules for students in the science laboratory**

- Student conduct should be in a responsible manner at all times in the laboratory.
- Follow all written and verbal instructions carefully. If you do not understand or a part of procedure, ask your teacher before proceeding with the activity.
- Never work alone in the laboratory alone. No student may work in the science lab without the presence of the teacher
- When first entering a science room, do not touch any equipment, chemicals or other materials in the laboratory area until you are instructed to do so.
- Do not eat food, drink beverages or chew gum in the laboratory. Do not use laboratory glassware as containers for food & beverages.
- Be alert and proceed with caution at all times in the laboratory. Notify the teacher immediately of any unsafe conditions you observe.
- Dispose - off all chemical waste properly. Never mix chemicals in sink drains. Sinks are to be used only for water. Check with your teacher for disposal of chemicals & solutions
- Keep hands away from face, eyes, mouth and body while using chemicals or lab equipment. Wash your hands with soap and water after performing all experiments.
- A lab coat should be worn during lab experiments.
- Learn where the safety equipment is located and how to use it.
- Keep your work area and the science lab clean. Bring only your lab manual, worksheet and writing instruments to the work area.
- Long hair, dangling jewellery and loose or baggy clothing are a hazard in the laboratory.
- If a chemical splash in your eyes or on the skin, immediately flush with running water for at least 10 minutes. Immediately report to the teacher and the lab in-charge.