

# Teacher Checklist for Science Classrooms

(includes classroom animals)

Complete this checklist and periodically review it to ensure your science classroom meets important Washington State health and safety rules and guidelines (WAC 246-366).

## Emergency Eye Washes and Showers

- Eye washes and showers accessible (not blocked by equipment, projects, etc.)
- Eye washes flushed **weekly** (ensure clean, adequate flow, working valves)
- Eye washes and showers inspected **annually** (ensure operation as designed)

## Science Classroom Safety

- Personal protective equipment provided and worn
- Written and documented lab safety orientation given to all students
- Adequate lighting above benches (at least 50 foot-candles)
- Emergency and master shut-off switches operable (have been tested) and labeled
- Warm water, soap and paper towels at hand washing sinks
- Electrical outlets within 6 feet of sinks GFCI protected

## Chemicals

- Chemicals organized using a recognized system (e.g., Flinn, Baker, etc.)
- Incompatible chemicals separated
- Acids stored in an acid cabinet; non-compatible acids stored alone (e.g., nitric, acetic)
- Flammables stored in a flammable cabinet
- Lab only uses chemicals designated by OSPI/DOH as suitable for use in K-12 schools (chemicals designated in K-12 Guide Appendix D Table 1 as unsuitable have been removed)\*
- Chemicals listed in K-12 Guide Appendix D Table 2 limited to small/micro quantities in advanced level high school science only\*
- MSDS (Material Safety Data Sheet) available for each chemical
- All containers labeled with contents
- Chemical inventory updated (copy kept in the main office)
- Chemical hygiene plan updated and readily available to staff and students
- Chemical spill cleanup plan and cleanup kit updated and readily available

\*DOH/OSPI K-12 Health and Safety Guide, Appendix D:

[www.k12.wa.us/SchFacilities/Publications/pubdocs/CompleteSafety&HealthManual2002-2003.pdf](http://www.k12.wa.us/SchFacilities/Publications/pubdocs/CompleteSafety&HealthManual2002-2003.pdf)

## Ventilation

- Fume hoods tested **quarterly** (ensure contaminants exhausted away from user)
- Fume hoods clear (not used for storage of chemicals, experiments, etc.)

## General Classroom Safety

- Sources of odors eliminated
- Vents open and unblocked
- Maintenance notified of air quality concerns/questions
- Room kept uncluttered
- Plants not overwatered (no moldy soil or stagnant water under planters)
- School/district policy for classroom cleaners/chemicals reviewed

## Classroom Animals

- School/district policy on classroom animals and hand washing reviewed
- Potential allergies, injuries, illnesses from animals/bedding carefully considered
- Written notification given to parents when animals kept in classroom
- Animals handled only under adult supervision
- Bite-resistant gloves worn when handling animals
- Cages cleaned daily away from snack areas
- "Wash Hands" sign posted on/near animal cages/containers; hand washing facilities available

## Bookcases, Shelving, Television Carts

- Tall or unstable bookcases/shelving units secured to wall to prevent tipping
- Stacked bookcases/shelving units secured to lower part; if unstable entire unit secured to wall
- Televisions secured to audiovisual cart
- Maintenance notified of unstable bookcases/shelving



## Important Science Classroom Health and Safety Links:

DOH/OSPI Guide for K-12 Schools in Washington • [www.k12.wa.us/SchFacilities/Publications/pubdocs/CompleteSafety&HealthManual2002-2003.pdf](http://www.k12.wa.us/SchFacilities/Publications/pubdocs/CompleteSafety&HealthManual2002-2003.pdf)

DOSH Directive 13.0 Emergency Washing Facilities • [www.lni.wa.gov/Safety/Rules/Policies/PDFs/DD1300.pdf](http://www.lni.wa.gov/Safety/Rules/Policies/PDFs/DD1300.pdf)

SRHD School Safety Program Resources page • [www.srhd.org/services/school-resources.asp](http://www.srhd.org/services/school-resources.asp)

WA State Department of Health School Env. Health and Safety Program • [www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.aspx](http://www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.aspx)