



Happy Home English School, Sharjah



SCHOOL SCIENCE LABORATORY HEALTH AND SAFETY POLICY

Document Title	Health and Safety Policy
Effective Date	August 2025
Scheduled Review Date	August 2027
Policy Reviewer	Head of Health, Safety and Environment

Document Title: Science Laboratory Health and Safety Policy

Policy Owner: School Principal / HSE Coordinator

Policy Approver: School Management

1. Purpose and Scope

1.1 Purpose

The purpose of this Science Laboratory Health and Safety Policy is to ensure a safe, healthy, and well-controlled learning and working environment within all school science laboratories. The policy outlines the school's commitment to preventing injury, illness, property damage, and environmental harm arising from laboratory activities, while promoting safe scientific practices and responsible behavior.

This policy serves as a clear statement of expectations and responsibilities for all individuals using or managing science laboratory facilities.

1.2 Scope

This policy applies to all science laboratories within the school and covers:

- Students
- Teaching and laboratory staff
- Support staff
- Contractors and visitors

It applies to all laboratory-based activities, including experiments, demonstrations, preparation work, storage of chemicals and equipment, and waste disposal.

2. Roles and Responsibilities

2.1 School Management / Princip

- Holds overall responsibility for ensuring this policy is implemented and maintained.
- Ensures laboratories are adequately resourced, equipped, and maintained to meet safety requirements.
- Ensures compliance with relevant education authority and local health and safety regulations.
- Supports a positive safety culture within the school.

2.2 Head of Department (Science)

- Ensures implementation of this policy across all science laboratories.
- Oversees safe curriculum planning, risk assessments, and laboratory practices.
- Ensures laboratory facilities, chemicals, and equipment are appropriately managed.
- Ensures incidents are reported, investigated, and corrective actions implemented.

2.3 Science Teachers / Laboratory Staff

- Follow all laboratory safety procedures and ensure safe conduct during lessons and experiments.
- Conduct risk assessments for practical activities before lessons.
- Provide clear safety instructions and supervision to students at all times.
- Ensure proper use, storage, and disposal of chemicals and equipment.
- Report hazards, near misses, and incidents immediately.

2.4 Students

- Follow all laboratory rules and teacher instructions at all times.
- Use laboratory equipment and chemicals responsibly and only as instructed.
- Wear required personal protective equipment (PPE) such as lab coats, goggles, or gloves.
- Report spills, breakages, injuries, or unsafe conditions immediately.
- Behave responsibly to ensure their own safety and the safety of others.

2.5 Contractors and Visitors

- Comply with school laboratory safety rules and procedures.
- Follow instructions provided by school staff while accessing laboratory areas.

3. Science Laboratory Safety Framework

The school maintains a structured laboratory safety framework to manage risks associated with science activities. This framework focuses on prevention, preparedness, and continuous improvement.

Key Elements Include:

3.1 Risk Management

- Identification and assessment of hazards before conducting experiments.
- Use of age-appropriate and curriculum-approved practical activities.
- Implementation of control measures to reduce risks.

3.2 Safe Laboratory Practices

- Clear laboratory rules displayed prominently.
- Prohibition of eating, drinking, or running in laboratories.
- Safe handling and storage of chemicals and equipment.

- Proper labelling of all substances.

3.3 Emergency Preparedness

- Availability of first aid kits, fire extinguishers, eye wash stations, and spill kits.
- Clear emergency procedures for fires, chemical spills, injuries, and evacuations.
- Staff awareness of emergency shut-off points for gas, electricity, and water.

3.4 Training and Awareness

- Safety induction for staff and students before laboratory use.
- Regular safety briefings and reminders.
- Ongoing staff training in laboratory safety and emergency response.

4. Incident Reporting and Investigation

All laboratory incidents, accidents, near misses, and unsafe conditions must be reported immediately to the Science Teacher and School Management. Incidents will be investigated to identify root causes and prevent recurrence.

5. Monitoring and Review

- Laboratory safety practices will be monitored through regular inspections and audits.
- This policy will be reviewed periodically or following any significant incident, regulatory change, or operational change.

6. References

- School Health and Safety Policy
- Education Authority Health & Safety Guideline

7. Disclaimer

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Science Laboratory Health and Safety Policy Statement

At [Happy Home English school, Sharjah], we are committed to providing a safe and supportive science learning environment where curiosity and experimentation can take place without compromising health and safety.

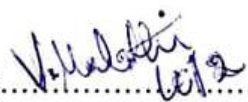
We commit to:

- Providing safe, well-maintained science laboratory facilities.
- Ensuring risks are identified and controlled before laboratory activities take place.
- Promoting responsible behaviour and safety awareness among students and staff.
- Providing appropriate training, supervision, and resources for safe laboratory use.
- Learning from incidents and continuously improving laboratory safety practices.

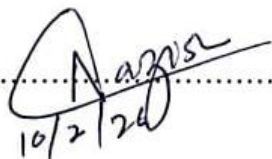
Principal

[Mr.Yasser Hssein]

[Happy Home English school,sharjah]

Signed; Supervisor;..........

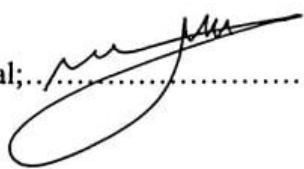
Date:..10-2-26

Signed;HOD..........

Date..10-2-26

Signed VP Health,Safety & Environment..........

Date:11-2-2026

Signed Principal;..........

Date..10-2-2026