

13.2.2 Science Classroom Inspection

Item to be Inspected	Safe	Unsafe	Action
Are legible fire exits and route signs easily seen by all?			
Are ceiling and exit doors free of combustible materials such as art-work, posters, paper, etc? As a guideline, no more than 20% of the total wall surface (including boards, cupboards, windows, etc.) to be covered with combustible materials.			
Where there is an exit door is there a clear path through classroom furniture? As a rule of thumb, the width of the clear path should be the same width as the door(s).			
Are CSA approval labels on all electrical equipment?			
Are electrical outlets, cover plates and wall switches secure and undamaged?			
Are extension cords, in good condition and used for temporary purposes only?			
Are multi-use cords equipped with power bars?			
Do windows open easily and stay open according to their design?			
Is air quality, temperature and ventilation acceptable to meet applicable standards? Concern may be determined by conversation with occupants of the classroom?			
Are ventilation and heating ducts kept unobstructed by books, paper, etc.?			
Are ceiling tiles in place, unbroken and with no sign of mold formation?			
Are the ceiling, walls and floor free of water leaks?			
Are floor tiles or carpeting securely fastened to reduce trip hazards?			

Item to be Inspected	Safe	Unsafe	Action
Are shelves or shelving units firmly anchored to the wall? Storage of all items should follow the following guide: heavy objects on low shelves, light objects on high shelves and breakable objects such as glass items on low shelves.			
Are step stools or small ladders available for accessing stored items on high shelves?			
Is storage on top of wall-mounted cupboards limited to lightweight objects such as empty boxes?			
Do paper cutters have guards in place and is the torsion spring adjusted to hold blade up when released?			
Are First Aid trained stations and attendees available?			
Are chemical containers kept closed when not in immediate use?			
Is local ventilation, such as a fume hood, used when transferring chemicals from one container to another?			
Are desk-top exhaust vents fully operational, clear of debris?			
IS the fume hood, if present, used for chemical transfer only, not for storage?			
If natural light is not available, is emergency lighting in the science lab and prep room?			
Are gas cylinders (full or empty) secured to prevent falling?			
Is the valve cap securely in place when storing or moving?			
Is there a dolly available to move large objects?			
Establish that there is no lubrication of cylinder valves or regulators?			
Are specimens bagged for disposal? Preserved specimens are not biological hazards and can be bagged for disposal in the regular garbage.			

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Are all cultured bacterial specimens autoclaved (disinfected) prior to disposal or washing?			
Are teacher workstations located outside the chemical area?			
Is there an accessible fire extinguisher wall-mounted in each science room and prep-room (CO ₂ or dry chemical type)? Does the extinguisher have an inspection tag indicating the date of the monthly inspection?			
Is the natural gas emergency shut-off valve location clearly marker (where classroom has gas supply)? Is there clear access to gas shut-off valves?			
Are eyewash stations available and operational? Location should be clearly marked using standard signs and regular testing should be in place.			
Is PPE available and used, e.g. goggles, face shields, aprons, and gloves?			
Are WHMIS workplace labels on all decanted chemicals or where original labels are missing or illegible?			
Are all chemicals clearly labeled?			
Are MSDS available for all hazardous chemicals?			
Is there an up-to date inventory of chemicals being stored?			
Are quantities of all chemicals kept as low as possible; are all chemicals present required for the program?			
Are corrosive chemicals present stored in a mechanically vented storage cabinet?			
Is mechanical venting checked regularly to ensure its continuing operation? A check can be made easily by holding a tissue near the exhaust grille on the cabinet.			

Item to be Inspected	Safe	Unsafe	Action
Are flammable chemicals stored in approved storage cabinet?			