

## Science

### School Advice Note

1. As with any practical activity in the school environment, there is an element of risk in science. This can be kept to an acceptable minimum if pupils, teachers and technicians are all aware of the potential hazards in the activity, and the appropriate steps to take so that accidents can be avoided.
2. Southampton City Council (SCC) subscribes to the CLEAPSS School Science Service (and RPA Service for schools holding radiation sources), which is an information and advisory service for schools and colleges to support practical work in science. CLEAPSS advice and guidance is recognised by Ofsted and the HSE as the definitive basis for safe practice for practical work in schools. The service includes numerous resources which schools can freely access on their [website](#).
3. All Science departments should have a Health and Safety policy in place which is recommended to be based on the CLEAPSS model Policy for Science Departments.
4. Each substance and every experiment, whether used as teacher demonstration or pupil practical work must first be assessed for possible hazards. All COSHH/risk assessments for science experiments in schools should be carried out in line with CLEAPSS guidance.
5. CLEAPSS provides a wide range of model risk assessment guidance for practical activities using chemicals. These include: Hazcards, Recipes, Practical Procedures and Supplementary Risk Assessments.
6. Teachers of science subjects must ensure that work involving hazards is sufficiently necessary to justify the risks involved; that risks have been recognised and minimised by careful experimental design, and that protective measures have been employed. They also must take care that their pupils have been warned of risks, have been given clear instructions about proper procedures, and are aware of the action that should be taken in the event of an emergency.
7. Fume cupboards must be tested every 14 months by a competent person under COSHH Regulations, and a record of these checks should be kept.

8. All schools holding Radioactive Sources with CLEAPSS as their Radiation Protection Advisory service should follow the advice and requirements contained within the CLEAPSS publication [L93](#). Following this guidance will enable the school to be able to demonstrate compliance with the Ionising Radiations Regulations 2017.
9. Each school must have a trained School Radiation Protection Supervisor in charge of the sources. Owing to the management responsibility involved in this role, the RPS (Schools) should be a member of the science teaching staff, typically the subject leader (or deputy) or senior physics teacher. The person appointed should understand the principles of radiological protection, and fully understand their role.
10. The school's first point of contact for all radiation safety matters is Southampton City Council's Radiation Protection Officer. This is a member of the Corporate Health and Safety Service (contact [health.and.safety@southampton.gov.uk](mailto:health.and.safety@southampton.gov.uk)).

CLEAPSS website: <https://www.cleapss.org.uk/>