



Laboratory Policy

Sanskar School aims to:

- *equip its pupils with a **critical and global outlook** which will make them committed citizens of the world.*
- ***recognize and channelize the potential** of the pupil and develop thinking, communication, social, scientific and interpersonal skills.*
- ***Foster cognitive, affective and psychomotor development** and enable the pupil to make connections with the acquired knowledge in his/her everyday life.*

Conditions for Use of the Computer and Networking facilities

1. Computer should never be used by the students for downloading or playing games, music and so on.
2. Students are not permitted to display offensive material or copy licensed software in any form.
3. Students are not allowed to eat or drink in laboratories. If the machine is damaged because of this, the Department will deem you liable for the replacement.
4. Students may not install any software applications on any Department computers.
5. Students may not attach their own peripherals to any Department Computer without the permission of the technical person and the IT teachers.
6. If anyone is found misusing or abusing these facilities, strict action would be taken against him/her.

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The General Laboratory Rules (Physics, Chemistry or Biology Labs)

1. Students are expected to act responsible in all laboratories at all times.
2. No food or beverages are permitted in any lab.
3. Any person entering in lab is required to wear a lab coat.
4. First aid tool kit to be placed in all the labs.
5. Cases and bags are not to be placed before any benches in the Chemistry lab.
6. Students may not use any laboratory for private use.
7. Students are not permitted to attempt to repair, calibrate or modify any equipment in a laboratory at any time. They should either seek the assistance of the Laboratory Supervisor to bring the problem to the attention of the technical staff, or fill in a laboratory fault report.
8. Students may not move equipment – including chairs – from one lab area to another without the permission of the technical staff.
9. Students must contact the lab supervisor immediately in case of any emergency, such as an accident, injury, or equipment malfunction.
10. Students are required to follow all guidelines for the proper use of glassware and electrical equipment to prevent accidents.
11. Students must adhere to the prescribed guidelines for the safe and environmentally friendly disposal of waste generated in chemistry and biology labs.
12. Students are required to attend a mandatory safety orientation session before using the laboratory.