

# Designing a New Science Room?

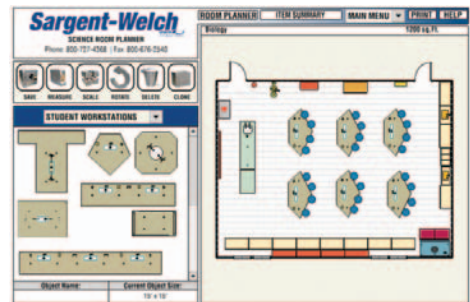
## Find Out What Sargent-Welch Can Do For You!

*Sargent-Welch is the single source for all your science laboratory and classroom furniture needs. Working with you, Sargent-Welch representatives will help you plan, purchase, and install all the furniture and equipment needed for your room.*

*Design an ideal science room to fit both your current and future teaching plans. Sargent-Welch can make your ideas a reality. We gladly and expertly approach every challenge. Get the results you want with Sargent-Welch.*

### Designing Your Lab

- The Online Science Room Planner allows you to create budget estimates and design your own science room with simple “drag and drop” manipulation
- Sargent-Welch Sales Representatives are available locally to provide ordering assistance and help determine your specific needs.
- Our Furniture Specialists are factory trained with the knowledge to recommend products and support services to meet your exact requirements.
- Once a layout has been selected, our design specialists can create a blueprint, using the latest CAD software, to develop the ideal laboratory layouts for your allotted space.



### Safety Assessment

Determining what should be included in a science classroom is an involved process with exacting requirements. Our safety assessments and checklists will take the guess work out of designing a safe laboratory environment. Consult your representative or our website for assistance.



### Installation

We are affiliated with a nationwide network of expert installers who are available wherever and whenever you need them. They provide extensive experience and comprehensive knowledge of furniture components to assure fast, trouble-free installation.



### Your One Stop Shop!

Sargent-Welch has all the equipment and supplies to outfit your science room. Our knowledgeable sales representatives can help you select all the right materials for your science room.



# Project Goals

*Do you need a new or renovated science room? Your room will be used for many years, will have to adapt to changing curriculum needs, and could be used by multiple teachers teaching different disciplines.*

*Sargent-Welch can help. Here are some guidelines to get you started.*

## From This...



## To This!



## Project Staffing — The Team Concept

A Project Team is needed for any project to run smoothly. This team should consist of people who can consider all aspects of the project, from the basic design to how the design meets current and future curriculum requirements.

Team members should include:

- **Teachers** who will use the room
- **Teachers** who have been through the process before and have expertise in project management and the room design process
- **Science Supervisor**—to ensure the project meets district and school guidelines and to provide communications with the Superintendent and School Board
- **Facilities Management Personnel**—to determine if designs meet life safety codes, maintenance requirements, utilities requirements, etc.
- **Health and Safety Personnel**—to provide guidance on fire protection, ventilation, and other safety codes and regulations
- **Furniture Representative**—Your Furniture Representative can provide expertise in room concepts and the details of room designs

All Team members are not necessarily full-time members. The Health and Safety personnel, for example, may be called upon to review a design and to make suggestions only from time to time. The Team's chairperson should ensure that many viewpoints are represented on the team so that critical issues are not overlooked.

It is never too late to involve the people that will be doing utilities planning and installations. These people include heating/air conditioning, electrical, and plumbing personnel and/or contractors. In many cases your facilities planning personnel can help here, but the input of these people should be sought before a final design is done.

## Project Timeline

Project Management draws from the talents of many people—your colleagues, district, safety and health personnel, emergency services personnel and others. A full project is much more than just ordering furniture. It includes safety reviews, safety code reviews, the development of detailed specifications, and finally furniture production and installation.

Project typically take 12–14 months, from concept to installed lab, assuming no delays in funding or other construction activities. Furniture production time is generally 60–90 days from receipt of order.



Also available, our Furniture Planning Guide for Classrooms and Labs. Find information you need for planning a new or remodeled science room, space guidelines, safety and ADA requirements, laboratory concept designs and final checklists as well as a full line of laboratory furniture and casework.

**Call 800-727-4368 to order your Furniture Planning Guide for Classrooms and Labs today.**

# Getting Started

## A Basic Requirements and Issues Review

*At the beginning of every project the first step is to determine the real needs that must be addressed. These needs fall into four categories: General (Curriculum-driven) requirements, Safety, Technology, and Environmental. Determining these needs will focus the discussion on the type of furniture and equipment necessary.*

### General Requirements

- Review disciplines that will be taught in this room
- Review the number of students that will be in the room at once
- Review needs for individual vs. group learning
- Determine if room will be shared among teachers or is for a single teacher
- Determine teacher support needs within the room
- Review type of room needed (Lecture/Lab Combination, Lecture only, Lab only)
- Review support requirements (Prep Room, Teacher Offices, Project Rooms, General Storage, Hazardous Materials storage...)
- Determine the flexibility in the room's design —plan for the future
- Determine how technology will be used in the room

### Safety Requirements

- Review national and local fire safety and life safety codes
- Identify local code officials that can help
- Review safety equipment needs based on the curriculum requirements and local codes
  - Safety Shower
  - Fire Extinguisher
  - Signage inside and outside room
  - Eye Wash
  - Fire Blanket
  - Other safety equipment needed
- Review ADA compliance requirements
- Review needs for separate, locked storage of
  - Capital equipment
  - General chemical storage
  - Hazardous materials
  - Small items
- Review ventilation and utilities needs
- Review needs for fume hoods with separate ventilation, separate ventilation of hazardous materials storage areas, and general chemical storage

### Technology Requirements

- Determine computer needs in the room
  - Suggestion: 1 computer/4 students
- Determine electrical needs to support computer installations
- Review Internet/Local network requirements to allow easy data sharing
- Review Audio/Visual needs based on curriculum requirements

### Environmental Requirements

- Review needs for disposal and recycling activities
- Review local codes for chemical disposal requirements

