

Williamston High School – Lab Safety Rules and Lab Safety Contract

Student's Printed name here:

PURPOSE:

This is a lab class. You will be doing many activities, which require the use of potentially hazardous materials including chemicals, biological specimens and equipment. Safety is the #1 priority in this lab. This list of rules has been developed to ensure a safe classroom. These rules must be followed at all times. Two copies of these rules are provided. Both you and a parent or guardian must read and sign one copy and turn it in to your teacher before you participate in the lab. The second copy is to be kept in your science notebook as a constant reminder of these safety rules.

SAFETY RULES:

1. Conduct yourself in a responsible manner at all times in the lab. Horseplay, practical jokes, and pranks are dangerous and prohibited. If you are judged to be a risk to yourself, fellow students, and/or your teacher, you may be permanently removed from class.
2. Come prepared! Carefully read all procedures beforehand. Follow all written and verbal instructions. If you do not understand a direction or part of a procedure, ask me before proceeding.
3. Never work alone. No student may work in the lab without an instructor present.
4. Upon entering the classroom, do not touch any equipment, chemicals, or other materials in the lab area until instructed to do so.
5. Do not eat food, drink beverages, or chew gum in the lab. Do not use lab glassware for food or beverage containers.
6. Clear your bench top of all unnecessary materials such as books, backpacks and clothing before starting. Keep work areas tidy at all times. Keep aisles clear.
7. Know locations and operating procedures of all safety equipment including eyewash, safety shower, fire extinguisher, and fire blanket.
8. Be alert! Notify the instructor immediately of any unsafe conditions you observe.
9. Dispose of chemical waste properly. Never mix chemicals in the sink drains. Sinks are to be used only for water and those solutions designated by the instructor. Solid chemicals, metals, matches, filter paper, and all other insoluble materials do not go in the sink.
10. Keep hands away from face, eyes, mouth and body during labs. Wash hands with soap at the

end of all labs. When finished, clean, rinse, and wipe dry all work surfaces and apparatus.

11. Experiments must be personally monitored at all times. You will be assigned a lab group. Do not wander around the room, distract other students, or interfere with other groups.
12. Know what to do if there is a fire drill during a lab: close containers, turn off gas valves and electrical equipment.

CLOTHING

13. Lab goggles and lab aprons must be worn any time chemicals, heat, or glassware are used unless otherwise instructed. Continue their use until ALL students are finished with the lab.
14. Contact lenses should not be worn in the lab unless you have permission from your instructor.
15. Long hair, dangling jewelry, and loose or baggy clothing are a hazard in the lab. Long hair must be tied back and dangling jewelry and loose or baggy clothing must be secured. Shoes must completely cover the foot. No sandals allowed.

ACCIDENTS AND INJURIES

16. Report any accident (spill, breakage, etc.) to the instructor immediately, no matter how trivial it may appear.
17. If a chemical should splash in your eye(s) or on your skin, immediately flush with running water from the eyewash station or safety shower for at least 20 minutes. Notify the instructor immediately.

HANDLING CHEMICALS

18. All chemicals in the lab are to be considered dangerous. Do not touch, taste, or smell any chemicals unless specifically instructed to do so.

The proper technique for smelling chemical fumes will be demonstrated to you.

19. Check the labels on the chemical bottles twice before removing any of the contents. Take only as much chemical as you need.

20. Never return unused chemicals to their original containers.

21. Acids must be handled with extreme care. Always add acid to water, swirl or stir the solution and be careful of the heat produced, particularly with sulfuric acid.

22. Do not remove chemicals or other materials from the lab area unless specifically instructed.

HANDLING GLASSWARE EQUIPMENT:

23. Never handle broken glass with your bare hands. Call the instructor to clean up broken glass.

24. When removing an electrical plug from its socket, grasp the plug, not the electrical cord. Hands must be completely dry before touching an electrical switch, plug, or outlet.

25. Examine glassware before each use. Do not use chipped or cracked glassware.

26. Do not immerse hot glassware in cold water; it may shatter.

HEATING SUBSTANCES

27. Exercise extreme caution when using a gas burner. Take care that hair, clothing and hands are a safe distance from the flame at all times. Do not put any substance into the flame unless specifically instructed to do so. Never reach over an exposed flame.

28. Never leave a lit burner unattended. Never leave anything that is being heated or is visibly reacting unattended. Always turn the burner or hot plate off when not in use.

29. Do not point the open end of a test tube being heated at yourself or anyone else.

30. Heated metals and glass remain very hot for a long time. They should be set aside to cool and picked up with caution. Use tongs or heat protective gloves if necessary.

31. Never look into a container that is being heated.

END OF LAB CLEAN UP

32. Put away all equipment & wash you hands.

SAFETY CONTRACT

I, _____ (student's name printed) have read and agree to follow all of the safety rules in this contract. I realize that I must obey these rules to insure my own safety, and that of my fellow students and instructors. I will cooperate to the fullest extent with my instructor and fellow students to maintain a safe lab environment. I will closely follow the instructor's oral and written instructions.

I am aware that any violation of this safety contract that results in unsafe conduct in the laboratory or misbehavior on my part may result in being removed from the laboratory, detention, receipt of a failing grade, and/or dismissal from the course.

Student Signature: _____
Date: _____ Period: _____

Dear Parent or Guardian:

We feel that you should be informed of Williamston High School's efforts to create and maintain a safe science classroom/laboratory environment. With the cooperation of the instructors, parents, and students, a safety instruction program can eliminate, prevent, and correct possible hazards. You should be aware of the safety instructions your son/daughter will receive before engaging in any laboratory work. Please read the list of safety rules on the other side of this contract. No student will be allowed to perform laboratory activities unless this contract is signed by both the student and parent/guardian and is on file with the teacher.

Your signature on this contract indicates that you have read the Student Safety Contract, are aware of the measures taken to insure the safety of your son/daughter in the science laboratory, and will instruct your son/daughter to uphold his/her agreement to follow these rules and procedures in the laboratory.

Date: _____

Parent/Guardian

Signature: _____

Printed name _____