

STUDENT LAB SAFETY CONTRACT

DMJHS Science Department

PURPOSE

Safety in the science classroom is the #1 priority for students, teachers, and parents. To ensure a safe science classroom, a list of guidelines has been developed and provided to you in this student safety contract. These rules must be followed at all times. We ask that you read through the rules carefully and sign a contract agreeing to abide by these guidelines in order to safely participate in our curriculum. **PLEASE RETURN THE SIGNED AGREEMENT TO YOUR SCIENCE TEACHER.**

GENERAL GUIDELINES

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the instructor before proceeding.
3. Never work alone. No student may work in the laboratory without an instructor present.
4. When first entering a science room, do not touch any equipment, chemicals, or other materials in the laboratory area until you are instructed to do so.
5. Do not eat food, drink beverages, or chew gum in the laboratory. Do not use laboratory glassware as containers for food or beverages.
6. Perform only those experiments authorized by the instructor. Never do anything in the laboratory that is not called for in the laboratory procedures or by your instructor. Carefully follow all instructions, both written and oral: Unauthorized experiments are prohibited.
7. Be prepared for your work in the laboratory. Read all procedures thoroughly before entering the laboratory. Never fool around in the laboratory. Horseplay, practical jokes, and pranks are dangerous and prohibited.
8. Observe good housekeeping practices. Work areas should be kept clean and tidy at all times. Bring only your laboratory instructions, worksheets, and/or reports to the work area. Other materials (books, purses, backpacks etc.) should be stored in the classroom area.
9. Keep aisles clear. Push your chair under the desk when not in use.
10. Know the locations and operating procedures of all safety equipment including the first aid kit, eyewash station, safety shower, fire extinguisher, and fire blanket. Know where the fire alarm and the exits are located.
11. Be alert and proceed with caution at all times in the laboratory. Notify the instructor immediately of any unsafe conditions you observe.
12. Dispose of all chemical waste properly. Never mix chemicals in 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 are to be disposed of in the proper waste containers, not in the sink.
13. Labels and equipment instructions must be read carefully before use. Set up and use the prescribed apparatus as directed in the laboratory instructions or by your instructor.
14. Keep hands away from face, eyes, mouth and body while using chemicals or preserved specimens. Wash your hands with soap and water after performing all experiments. Clean (with detergent), rinse and wipe dry all work surfaces (including the sink) and apparatus at the end of the experiment. Return all equipment clean and in working order to the proper storage area.
15. Experiments must be personally monitored at all times. You will be assigned a laboratory station at which to work. Do not wander around the room, distract other students, or interfere with the laboratory experiments of others.
16. Students are never permitted in the science storage room or preparation room unless given specific permission by their instructor.

ACCIDENTS AND INJURIES

17. Report any accidents (spill, breakage, etc.) or injury (cut, burn, etc) to the instructor **immediately**, no matter how trivial it may appear.
18. 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.

STUDENT LAB SAFETY CONTRACT

DMJHS Science Department

CLOTHING

19. Any time chemicals, heat or glassware are used, students will wear laboratory goggles. There will be no exceptions to this rule!
20. Dress properly during a laboratory activity. Long hair, dangling jewelry, and loose or baggy clothing are a hazard in the laboratory. Long hair must be tied back and dangling jewelry and loose or baggy clothing must be secured. Shoes should completely cover the foot. Appropriate foot-ware as required by the teacher.
21. Lab aprons have been provided for your use and should be worn during laboratory activities.

HANDLING CHEMICALS

22. All chemicals in the laboratory 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.
23. Check the label on chemical bottles twice before removing any of the contents. Take only as much chemical as you need.
24. Never return unused chemicals to their original containers.
25. When transferring reagents from one container to another, hold the containers away from your body.
26. Never remove chemicals or other materials from the laboratory area.

HANDLING GLASSWARE AND EQUIPMENT

27. Never handle broken glass with your bare hands. Use a brush and dustpan to clean up broken glass. Place broken or waste glassware in the designated glass disposal container.
28. When removing 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.
29. Examine glassware before each use. Never use chipped or cracked glassware. Never use dirty glassware.
30. Report damaged electrical equipment immediately. Look for things such as frayed cords, exposed wires, and loose connections. Do not use damaged electrical equipment.
31. If you do not understand how to use a piece of equipment, ask the instructor for help.
32. Do not immerse hot glassware in cold water; it may shatter.

HEATING SUBSTANCES

33. 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. Light gas (or alcohol) burners only as instructed by the teacher.
34. 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.
35. You will be instructed in the proper method of heating and boiling liquids in test tubes. Do not point the open end of a test tube being heated at yourself or anyone else.
36. 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.
37. Never look into a container that is being heated.

In addition to these general guidelines, ALWAYS abide by any additional safety procedures provided by your instructor at the time of an activity.

STUDENT LAB SAFETY CONTRACT

DMJHS Science Department

Dear Students, Parents, and Guardians,

The DMJHS Science Department feels that you should be informed regarding the school's effort 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.

After reading the Student Lab Safety Contract, please complete the questions below and sign this agreement. Return this form to your science teacher.

QUESTIONS

1. Do you wear contact lenses? YES NO
2. Are you color blind? YES NO
3. Do you have any allergies? YES NO

If YES, list specific allergies:

STUDENT AGREEMENT

I, _____ (student's name) have read and agree to follow all of the safety rules set forth in the Student Lab Safety 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 also closely follow any oral and written instructions additionally provided by the instructor as part of a specific activity. **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, ISS, or receiving a failing grade for that assignment.**

Student signature

Date

Parent or Guardian,

Your signature on this contract indicates that you have read this Student Lab 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.

Parent/Guardian Signature

Date