

laboratory safety contract

Rules for the Science Laboratories and Classrooms

The science laboratory is a place of discovery and investigation. One of the first things students discover is that learning in a laboratory is an exciting experience. The laboratory can also be a dangerous place to work if proper safety rules are not established and followed. The purpose of this contract is to establish a set of rules and guidelines that students must follow at all times. Each student is responsible for reading, understanding and signing this document before they will be allowed to participate in any activities within the laboratory. A parent or guardian must also sign this document to ensure they are aware of all laboratory expectations. A second copy of this document should be kept in the students' laboratory notebook to be referenced throughout the year.

general safety expectations

1. Understand the experimental procedure before starting to work in the laboratory/classroom.
2. Become familiar with the properties and hazards of the chemicals in use.
3. Obey all safety rules and regulations. Wear appropriate personal protective equipment as instructed.
4. Clean personal work area immediately after use. Obey good housekeeping practices.
5. Do not engage in inappropriate behavior.
6. Conduct only the experiments assigned by the instructor. Never perform unauthorized or unsupervised experiments.
7. Never remove chemicals from the laboratory/classroom.
8. Never work in the laboratory/classroom unless authorized to do so. Never work alone in the laboratory.
9. Report chemical spills and accidents to teacher immediately. Do not try to clean up the spill yourself.
10. Do not eat food, drink beverages, or chew gum while in the laboratory/classroom.
11. Know the location and how to use all laboratory safety equipment including but not limited to the eyewash station, safety shower, fire extinguisher, first aid kit and fire blanket.
12. Always keep hands away from mouth, eyes, and face while in the laboratory. Always wash hands thoroughly after performing any experiments.
13. Handle all living organisms and preserved specimens responsibly and with respect.
14. As soon as you walk into the laboratory to conduct an experiment, goggles must be worn. No exceptions!
15. Always dress appropriately for the laboratory environment. Tie long hair back, remove all dangling jewelry and loose or baggy clothing. All shoes must completely cover the foot.

use fire safely

16. Do not use an open flame without first putting on safety goggles.
17. Know how to light and regulate a flame on a burner.
18. Never leave an open flame when flammable liquids are present.
19. Keep your area clean and free from clutter.
20. Do not reach across an open flame.
21. Always point the open end of a test tube away from others when heating liquids. Some chemicals can boil out of the test tube violently and unexpectedly when being heated.
22. Never heat chemicals in a closed container such as a corked test tube. The expanding gas inside will cause the test tube to explode or turn the stopper into a projectile with considerable force.
23. Do not pick up a container that has been heated or hand a heated container to someone. Hold the back of your hand near the container and check for heat. If you can feel heat, use a mitten or tongs to pick up the container.
24. Know the location of all fire alarms and exits.

use chemicals safely

25. Never touch, taste, or smell chemicals. Many chemicals are toxic. If you are instructed to smell fumes during an investigation, do so by gently waving your hand over the container so that the fumes are brought to you. Do not bring the container to your nose. Do not inhale the fumes directly from the container, as they may be concentrated and cause you injury.
26. Use only chemicals that are listed in the investigation, and do not substitute other chemicals for the ones listed.
27. Notify the teacher immediately if chemicals have been spilled.
28. Dispose of the chemicals properly as directly by the teacher. Do not pour them into the sink or trash container.
29. Use extra precautions with acids and bases. Always pour acid into water, never pour water into acids.
30. Remember to wash any acid or base from your skin immediately and notify the teacher.
31. Use a pipette bulb. Never pipette liquids using your mouth.
32. Read the labels twice before using a chemical.

use glassware safely

33. Never force glass tubing into a rubber stopper. Use a lubricant and a turning motion on the glass tubing when inserting it into a rubber stopper or rubber tubing.
34. When heating glassware, use a wire or ceramic screen to protect glassware from the flame.
35. After cutting glass tubing, always fire-polish the ends to remove any sharp edges.
36. Never use broken, cracked, or chipped glassware. If glassware breaks, notify your teacher and properly dispose of it in a broken glassware container.
37. Never eat or drink from laboratory glassware.

38. Clean glassware thoroughly before returning it to storage.

39. Never use electrical equipment with frayed cords. Report any damaged or broken electrical equipment to your teacher.

use electrical equipment safely

40. Be careful not to shock yourself or another person.
41. Turn off all power sources when setting up circuits or repairing equipment.
42. Do not use metal articles such as rulers, metal pencils, or writing pens; do not wear rings, metal watchbands, or bracelets when working with electrical equipment.
43. When disconnecting electrical equipment, pull from the plug and not the wire.
44. Use caution when handling electrical equipment that has been in use. The equipment may be warm or hot from being used.
45. Never connect, disconnect, or operate a piece of electrical equipment with wet hands or while standing on a wet floor.

reporting accidents and injuries

46. Report all injuries or accidents to teacher immediately. This includes falls, breaks, spills and cuts/burns.
47. In the event of a chemical splash, immediately move to the eye wash station or safety shower to thoroughly wash/flush the area with water for at least 20 minutes. Have your lab partner notify the teacher immediately

questions

48. Do you wear contact lenses? Yes No

49. Do you have allergies? Yes No If so, List _____

50. Are you color blind? Yes No

I understand that it is my responsibility as a student in this laboratory, to conduct myself in a manner that follows all of the safety guidelines and rules outlined above. I have read and agree to follow each of these individual rules in order to ensure that I remain safe in the laboratory environment. I will act responsibly at all times, follow all instructions given by the teacher, always wear my safety glasses, and notify the teacher immediately in the event of an emergency. I understand that if I fail to follow any of the rules outlined in this safety contract or misbehave in any way in the laboratory it may result in me being asked to leave the laboratory, a failing grade, detention/suspension, and/or removal from the class permanently.

Student Signature

Date

Parent/Guardian Signatuare

Date