

Bret Harte Science Student Lab Safety Contract

Purpose

Science is a hands-on laboratory class. You will use many different types of equipment and chemicals. Safety in the science classroom is the #1 priority for students, teachers, and parents. To ensure a safe classroom, a list of rules has been developed and provided to you in this student safety contract. These rules must be followed at all times. Two copies of the contract are provided. One copy must be signed by both you and a parent/guardian before you can participate in the laboratory. The second copy is to be kept in your science notebook as a constant reminder of the safety rules.



General Guidelines

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. Follow all written and verbal directions carefully. If you do not understand a direction or part of a procedure, ask the teacher before continuing.
3. Never work alone. No student may work in the laboratory without a teacher present.
4. When first entering a science room, do not touch any equipment, chemicals, or other materials until you are instructed to do so.
5. Do not eat food, drink, or chew gum in the laboratory. Do not use lab glassware as containers for food or drinks.
6. Perform only those experiments authorized by the teacher. Never do anything in the lab that is not called for in the procedures or by your teacher. Carefully follow all directions, both written and oral. Unauthorized experiments are prohibited.
7. Be prepared for your work in the lab. Read all procedures thoroughly before starting. Never fool around in the laboratory. Horseplay, practical jokes, and pranks are dangerous and forbidden.
8. Observe good housekeeping practices. Work areas should be kept clean and tidy at all times. Bring only your lab instructions and/or worksheets to the work area. Other materials (books, backpacks, etc.) should be stored under the tables.
9. Keep aisles clear. Push your chair under the desk when not in use.
10. Know the location and how to operate all of the safety equipment including the first aid kit, eyewash station, fire

blanket, and fire extinguisher. Know where the fire alarm and exits are found.

11. Be alert and proceed with caution at all times in the lab. Notify the teacher immediately of any unsafe conditions you see.
12. Clean up as directed by your teacher. Dispose of all chemical waste properly. Never mix chemicals in sink drains. Sinks are to be used only for water and solutions as directed by your teacher. Solid chemicals, and all other solid materials are to be disposed of in the proper containers, not in the sink.
13. Labels and equipment directions must be read carefully before use. Set up and use the equipment as directed on the lab sheet or by your teacher.
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.
15. Experiments must be watched at all times. You will be assigned a station at which to work. Do not wander around the room, distract other students, or interfere with the experiments of others.
16. Students are never permitted in the science storage rooms or preparation areas unless given specific permission by their teacher.
17. Know what to do if there is a fire drill during a lab; containers must be closed, gas valves turned off, and electrical equipment turned off.
18. Handle all living organisms used in an activity in a humane manner. Preserved specimens are to be treated with respect and disposed of properly.
19. When using sharp instruments, always carry with tips and points pointing down and away. Always cut away from your body. Hold sharp instruments by the handle. Never try to catch falling sharp instruments.



Clothing

20. Any time chemicals, heat, or glassware are used, all students will wear laboratory goggles. There will be no exception to this rule.
21. Do not wear contact lenses when using chemicals or preserved specimens.
22. Dress properly during lab activities. Long hair, dangling jewelry, and loose or baggy clothing are a hazard in the lab. Long hair must be tied back and jewelry and clothing secured.

“CODE 1!” Accidents and Injuries



23. Report any accident or injury to the teacher immediately, no matter how small it may appear.
24. If you or your lab partner are hurt, immediately yell out “Code one, Code one” to get the teacher’s attention.
25. If a chemical should splash in your eye(s) flush with water from the eyewash station for 20 min. right away. If a chemical should spill on your skin, flush with water from the sink. Notify your teacher immediately.



Handling Chemicals

26. All chemicals in the lab are to be considered dangerous. Do not touch, taste, or smell any chemicals unless told to do so. The proper technique for smelling chemicals, “wafting”, will be shown to you.
27. Check the label on chemical bottles twice before removing any of the contents. Take only what you need.

- 28. Never return used chemicals to their original containers.
- 29. Handle flammable liquids over a pan to contain spills. Never dispense flammable liquids near an open flame or source of heat.
- 30. Never remove chemicals or other materials from the lab area.
- 31. When moving acids or other chemicals from one part of the lab to another, hold them securely and walk carefully.



Handling Glassware and Equipment

- 32. Never handle broken glass with your bare hands. Use a brush and dustpan to clean up broken glass and dispose of it in the proper container.
- 33. When removing an electrical plug from its socket, grasp the plug, not the cord. Hands must be completely dry before touching an electrical switch, plug, or outlet.
- 34. Examine glassware before each use. Never use chipped, cracked or dirty glassware.

- 35. Report damaged electrical equipment immediately. Look for frayed cords, exposed wires, and loose connections. Do not use damaged electrical equipment.
- 36. If you do not know how to use a piece of equipment, ask the teacher for help.
- 37. Do not put hot glassware in cold water; it may shatter.



Heating Substances

- 38. Use extreme caution when working with fire. Take care that hair, eyes, hands, clothing, and handles are a safe distance from the flame at all times. Do not put anything into the flame unless told to do so by your teacher. Never reach over an open flame. Light gas burners only as directed by your teacher.
- 39. Never leave a lit burner unattended. Never leave anything that is being heated or is reacting unattended. Always turn off the burner or hot plate when not in use.
- 40. Do not point the open end of a test tube being heated at yourself or anyone. You will be told the proper method of heating and boiling liquids.

- 41. Heated metals and glass remain very hot for a long time. Pick up with tongs or heat protective gloves.
- 42. Never look into a hot container.
- 43. Do not place hot equipment directly on the lab desk. Always use an insulating tile. Allow plenty of time for hot items to cool before touching them.



Answer 4 Questions

- 44. Do you wear contact lenses?
Yes No
- 45. Are you color blind? (Color)
Yes No
- 46. Do you have any allergies?
Yes No
- 47. If yes, list specific allergies:

Lab Safety Agreement: Keep in science binder at all times

I, _____ (name) have read and agree to follow all of the safety rules in this contract. I realize that I must obey these rules for my safety and that of other students/teachers. I will cooperate with my teacher and other students to keep a safe lab environment. I will follow the oral and written directions given by the teacher. I understand that any violation of this safety contract that results in unsafe conduct in the lab, or misbehavior on my part, may result in being removed from the lab, detention, receiving a failing grade, dismissal from the course and/or further disciplinary action.

Student Signature: _____ **Date:** _____

Dear Parent/Guardian:

With the cooperation of the teachers, parents, and students, a safety instruction program can eliminate, prevent, and correct possible hazards. You should be aware of the safety directions your student will receive before doing lab work. Please read the list of safety rules above. No student is permitted to do lab activities unless this contract is signed by both the student and parent/guardian and a copy is on file with the teacher.

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

Parent/Guardian Signature: _____ **Date:** _____