

## **Lab Safety Contract High School and Junior High School**

### **Purpose**

In order to learn science, you will be doing many laboratory activities that may require the use of hazardous chemicals and complex equipment. To ensure your and your classmates' safety in the laboratory, a list of rules have been provided for you in this safety contract. This contract needs to be signed by you, the student, and your parents before you can participate in laboratory activities in your science class.

### **General Rules**

1. Act responsibly in the lab at all times.
2. Follow all written and verbal instructions carefully. Ask for clarification if you do not understand the instructions.
3. No student is allowed to work in the laboratory without an instructor present.
4. Do not handle any laboratory supplies or equipment without permission.
5. Do not drink, eat food, or chew gum in the laboratory.
6. Never eat or drink anything from the glassware.
7. Only perform experiments that are authorized by the instructor.
8. Read and understand all instructions prior to beginning your experiment.
9. Horseplay, pranks, and rough-housing is very dangerous in the lab and is strictly prohibited.
10. Keep your work area clean and tidy. Keep the aisles clear of tripping hazards.
11. Know the location and procedures for using the safety equipment such as the eye wash, chemical shower, fire extinguisher, and fire blanket.
12. Use a fume hood when working with substances that produce poisonous, volatile, and otherwise hazardous vapors.
13. Be aware of potential hazards around you. Notify the instructor if you see any unsafe conditions around you.
14. Dispose of all waste as instructed. Do not return unused chemicals to their original containers.
15. Read the labels on the chemicals and equipment before use.
16. Keep your hands away from your eyes, nose, and mouth while working with chemicals to avoid contamination. Clean your area properly and wash your hands when finished.
17. Stay at your assigned lab station. Do not wander around the room or interfere with other lab groups. Never leave your experiment unattended.
18. Do not enter the chemical preparation area or storage room unless you have permission to do so.
19. Know the procedures for an emergency evacuation. If you must evacuate the lab, make sure all containers are closed and the gas valves and electrical equipment are turned off.
20. Handle all living organisms in a humane manner. All preserved specimens should be treated with respect and disposed of properly.
21. Use care when handling sharp equipment such as knives, scalpels, and scissors. Always carry sharp equipment with the point pointed down and away from yourself and all other people. Cut away from your body.
22. If you have a medical condition (e.g. allergies), check with your physician prior to working in the lab. Your instructor should be aware of any medical conditions that you have.
23. Wear eye protection any time heat, chemicals, and/or glassware is used.
24. Do not wear contact lenses in the laboratory without instructor permission and proper eye protection.
25. Dress appropriately for the laboratory. Close-toed shoes are mandatory. Secure all long hair, dangling jewelry and accessories, and loose clothing before beginning an experiment. Wear lab aprons and gloves when instructed to do so.
26. Report all accidents and injuries to the instructor, regardless of how minor they seem.

27. If a chemical splashes in your eyes, immediately notify the instructor and flush with cool, running water for at least 20 minutes.
28. All chemicals in the laboratory are to be considered dangerous. Do not touch, smell, or taste anything unless instructed to do so. If you are instructed to smell a chemical, use the proper technique that has been shown to you.
29. Never use your mouth to suction a pipet. Use a rubber bulb or pipet pump.
30. When mixing chemicals, always use extreme care. Mix slowly and carefully. When mixing a chemical with water, always add the chemical to the water. Never add the water to the chemical.
31. No laboratory materials should leave the laboratory.
32. Take great care when transporting chemicals, glassware, or other materials from one part of the laboratory to another. Hold the items securely and walk carefully.
33. Do not pick up broken glass with your bare hands. Use a brush and dustpan to clean up broken glass. Place all broken glass in the designated container not the trash bin.
34. Handle all glassware carefully. Lubricate glassware before inserting it in a rubber stopper.
35. Fill wash bottles with distilled water and only use as intended.
36. Keep electrical cords and equipment clean and dry. When removing the plug from the outlet, grasp the plug, not the cord, with clean, dry hands and carefully pull the plug from the outlet.
37. Examine all materials and equipment before use. Never use chipped or broken glassware. Do not use damaged equipment. Report any damages to the instructor immediately.
38. Use care when heating glassware. Never heat a closed system. Allow glassware to cool before handling it. Do not pour cold water on hot glass; it may shatter.
39. Always use care when heating something. Never heat anything unless specifically instructed to. Point open end of heating test tubes away from all people. Use tongs or hot pads to handle materials being heated.
40. Never leave a lit burner or hot burner unattended.

No student will be allowed to participate in science activities unless this contract is signed by both the student and the student's guardian and the student has demonstrated proficiency on the laboratory safety test.

### **Student Agreement**

I have read and understand each of the safety rules listed above. I agree to follow the safety procedures as outlined in this contract to ensure my and others' safety in the science classroom. I will behave appropriately in my class to ensure a safe learning environment for everyone. I understand that if I do not follow all of the laboratory safety rules in this contract then I will not be allowed to participate in science activities.

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Student Signature

Student Name

Date

### **Parent Agreement**

I have read each of the safety rules listed above and reviewed them with my student. I understand that my student must follow the safety procedures as outlined in this contract to ensure his or her and others' safety in the science classroom. I understand that if my student is not following all of the laboratory safety rules in this contract then my student will not be allowed to participate in science activities.

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Parent Signature

Parent Name

Date