

Ashley Ridge High School Student Lab Safety Contract

Science is a hands-on laboratory class. You will be doing many laboratory activities that require the use of potentially hazardous materials or equipment. Safety in the science classroom is the #1 priority for students, teachers, and parents. To ensure a safe science classroom, a list of rules has been developed and provided to you in this student lab safety contract. These rules must be adhered to at all times. A copy of the contract is provided in your Student Handbook. You and your parent/guardian must sign the signature page before you can participate in the laboratory.

General Guidelines

1. Read each experiment before entering the laboratory.
2. Follow all directions as written, unless the teacher instructs you otherwise.
3. Do not begin an experiment until instructed to do so.
4. Work in a careful, organized manner. *Horseplay, practical jokes or disruptive behavior will not be tolerated and disciplinary action will be taken!*
5. Food and beverages (including gum or candy) are not permitted in the laboratory.
6. Avoid putting any chemicals, specimens or lab equipment in your mouth, unless instructed to do so. Keep hands and writing implements away from face, eyes, mouth and body as they can easily become contaminated.
7. Wear lab aprons and goggles during an experiment, unless using microscopes.
8. Closed-toed shoes are a must, along with long hair being tied back and dangling jewelry removed.
9. Check all electrical equipment at the end of the experiment to be certain they are turned off.
10. Wash hands upon completion of the lab and lab clean up.
11. Immediately notify the teacher of accident or injury.
12. Know the location of first aid kit; eye wash station, fire blanket and fire extinguisher.
13. Only paper products should be placed in the wastebasket. All other should be placed in the assigned disposal containers.
14. Keep your work area free of any materials not needed.
15. Stay with your lab group - do not wander.
16. Work quietly so that you may hear any announcements concerning cautions & safety.
17. Keep aisles clear. Push lab stools under counters when not in use.
18. Students will be fined for any laboratory items that they break.

Warning to contact lens wearers: fumes from chemicals and preservatives have been known to cause eye irritations as the fumes become trapped between the contact lens and the eye itself. Wearing of contacts while in the lab is not recommended.

Safety with Heat

19. Light burners according to teacher's instructions. Put out flame as soon as you are finished using it.
20. Never leave a burner unattended.
21. Keep your head and clothing away from a burner flame.
22. Keep flammable materials (such as books and papers) away from the burner flame. Do not place anything into the flame unless directed to do so.
23. When heating a test tube, always point the tube opening away from you and others.
24. Use tongs, test tube holders or hot pads to hold or move hot glassware.
25. Always treat a hot plate as if it is on! Never touch the surface to see if it is heated.
26. Smother fire with a towel or fire blanket. If clothing should catch fire, smother it or quench it with the safety sprayer. *Never run!*
27. Never look into a container that is being heated.
28. Use an insulating pad between the lab table and any hot equipment.

Safety with Chemicals

29. Read the label on the bottle before using the contents of the container. Never use any chemicals

that are not labeled.

30. Use only those chemicals listed in the procedures, unless the teacher instructs you to use a substitute.
31. Use only the amount of chemical noted in the procedures. Do not pour excess chemicals back into their stock bottle.
32. Never pour water into strong acids as the heat generated can cause splatter. Instead slowly add the acid to the water.
33. Do not inhale any fumes given off during a chemical reaction. If instructed to smell, hold the beaker/test-tube away from your face waving the air above the substance toward your nose.
34. If you should spill any chemical on yourself or your work area, rinse immediately with water and report the spill to the teacher.

Safety with Electricity

35. Always handle electrical equipment with dry hands and be certain the work area is dry as well.
36. Do not allow cords from equipment to dangle from the worktable.
37. Do not use any electrical equipment with frayed cords, loose connections or exposed wires. Report such equipment to the teacher.
38. When removing an electrical plug from an outlet, always pull it from the plug and not the cord.

Safety with Glassware

39. Use glassware that is clean and not cracked.
40. Do not force glass tubing or thermometers into the hole of a rubber stopper but rather lubricate with glycerin and gently insert into the stopper using a twisting motion.
41. If glassware is broken, notify the teacher for replacement.
42. Do not pick up broken glass with your fingers, use tongs or a dust pan and broom.
43. Broken glassware must be placed in a separate container and not in the wastebasket!
44. Do not heat graduated cylinders or bottles, as they are not heat-resistant. Only glassware marked *Kimax*, *Pyrex* or heat resistant should be heated.
45. Heat test tubes below the liquid level, applying the flame intermittently on the glassware until it is hot.
46. Graduated cylinders are only for measuring liquids. Do not mix chemicals or perform chemical reactions in them.

Safety with Live and Preserved Specimens

47. Handle microorganisms grown in petri dish or test tube cultures with extreme care. The teacher will be responsible for disposal of these items.
48. Many plants are poisonous, never place plants or plant parts (berries, seeds or fruits) in your mouth.
49. Always treat animals humanely and handle them with care, whether they are alive or preserved.
50. Always place specimen to be dissected in a dissecting pan. Do not attempt to cut the specimen while holding it in your hand.
51. Biology labs are equipped with a hood and ceiling exhaust system. These systems must be turned on while performing dissections!