

LABORATORY SAFETY GUIDELINES

Science is a hands-on laboratory class. **SAFETY** in the science classroom is the first priority for students, teachers and parents. In order to insure everyone's safety during laboratory activities, strict adherence to the following guidelines is expected. The following list of guidelines must be kept in your science folder as a constant reminder of departmental safety rules.

1. Conduct yourself in a responsible manner at all times in the laboratory. Horseplay, or any other inappropriate behavior during lab activities, will not be tolerated. Students who endanger others will not be allowed to do lab activities and automatically receive a score of zero on all labs. They may also be removed from class permanently.
2. Do not eat food, drink beverages (even bottled water) or chew gum in the laboratory. Never attempt to drink from laboratory sinks. Nothing goes in your mouth in this classroom.
3. When first entering a science room, do not touch any equipment, chemicals or other materials in the laboratory until you are instructed to do so. Unauthorized experiments are prohibited and will result in removal from lab, possibly permanently.
4. Students must understand the proper utilization of science equipment before use. Always listen carefully when teachers explain the proper handling of lab equipment. Inappropriate use of lab equipment will result in suspension from the laboratory.
5. Bring only your laboratory instructions, worksheets, and/or reports to the work area. Other materials (books, purses, book bags, etc.) should be stored in the classroom seating area.
6. ALWAYS report any injury to the science teacher - regardless of how minor!
7. Safety goggles must be worn during any lab activity. Prescription glasses are no substitute.
8. Never take chemicals from an unlabeled container. Never carry stock bottles of chemicals away from the preparation table. Handle all chemicals as if they are hazardous.
9. Always wash your hands thoroughly when you have finished using chemicals. Always clean your lab station thoroughly when you have finished your lab activity using chemicals.
10. Report the breakage of any lab apparatus or glassware as soon as possible. Never handle broken glass with your bare hands. Never discard broken glass in the classroom wastebaskets it goes in the broken glass box.
11. Dispose of chemicals as directed by the classroom teacher. Solid chemicals, metals, matches, filter paper, and all other solid materials are to be disposed of in the proper waste containers, *not in the sink*. Always check with the teacher if you are unsure of the proper disposal procedure.

12. When removing an 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. Report damaged electrical equipment immediately. Look for things such as frayed cords, exposed wires, and loose connections. Do not use damaged electrical equipment.

13. Never taste, smell, or bring near your eyes any chemicals.

14. Always read through the entire lab instructions before starting the procedure. Always follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the teacher before proceeding.

15. Always keep aisles open. Push your chair in and put your bags on the tables. Be sure adequate room is available to exit the classroom in case of emergency. Never block the classroom doorway with apparatus, books, chairs, etc.

16. Every effort must be made to be present on days that involve laboratory activity. Most of them cannot be made up. If you are on a sports team and miss a game they do not hold a make up game for you. The same is true of laboratory experiments.

17. The appropriate clothing for labs is long pants (old jeans are best), closed toe shoes (old sneakers are best), and sleeves that do not hang loose. Hair should be tied up and not just pony tailed.

Make note of the position of the following safety items:

Fire Extinguisher _____

Eyewash _____

Fire Blanket _____

Broken Glass Box _____

Gas Shut Off _____

Fume Hood _____

The Safety Mantra

- Goggles
- Hair
- Pants
- Shoes
- Stools
- Shelves

