***Lab Safety Rules***

Student name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Read the following safety rules, print and sign your name at the bottom, and return to the teacher. If you have any questions, please ask for clarification.

1. Conduct yourself in a responsible manner. Do not engage in practical jokes or boisterous conduct in the laboratory area. Walk, don’t run. If you do not understand a direction or part of a procedure, ask the instructor before proceeding. Food, drink, and gum are not allowed in the lab.
2. Wear lab-appropriate clothing. Secure long hair and loose clothing, and remove dangling jewelry. Aprons may be worn to protect clothing and skin. Take the time to protect your clothing. Disposable gloves are provided for your use. Never touch your face with your gloves.
3. Many of the labs require safety glasses, especially those involving chemicals, flame, glassware, springs, and mechanical motion devices. Students are required to bring safety glasses which cover the entire eyes and wear them at each lab session.
4. Periodically wash hands, and keep hands away from your face when working with chemicals. If you ever feel a slight itching or burning sensation on your arms or face when working with acids/bases, or inadvertently rub your eyes when using acids/bases, don’t wait… go directly to the sink and rinse with plenty of water. Notify the teacher immediately. Use the eye wash station w/buffered wash solution if needed.
5. Electrical power: don’t yank plugs out of the wall by the cord; grasp the plug. When using electrical power, make sure your hands, the lab bench, and the floor are all dry.
6. Don’t ‘force things’ when working with lab supplies and equipment. If an excessive amount of force is necessary then tell your instructor.
7. Be careful around sources of heat and when handling hot objects and glassware; use hot pads or tongs. When bending glass, allow time for the glass to cool before further handling; determine if it’s hot or cold by bringing the back of your hand close to it prior to picking it up. Be sure to turn off all butane burners, electrical heating apparatus, and water faucets when not in use.
8. Handle scalpels and dissection scissors with extreme care. Carry with points pointing down and away. Keep them away from your eyes and face. Cut away from your body. Don’t try to catch falling sharp instruments. Grasp only by the handles. Carefully dispose of “sharps” in the designated container. Do not put other materials into this container.
9. All Biology labs which use microbes are supplied by well-known National firms (Bio-Rad Laboratories, Carolina Biological Supply, Fisher Scientific, etc) and are designed for classroom use, and are non-toxic. HOWEVER, treat all microorganisms as if they were harmful. Use gloves and antiseptic procedure as directed by your teacher. Dispose of microbes, used latex gloves, and lab supplies as directed. Dispose of all preserved biological specimens in the proper disposal receptacle designated by your teacher. Wash hands with soap and water.
10. Glassware that is chipped/cracked should not be used; notify the teacher immediately. Don’t immerse hot glassware directly in cold water; it will often break. Always heat glassware slowly/gradually; don’t point a large butane flame directly on a beaker or test tube… it will shatter. If glassware breaks on the floor, don’t try to clean it up with your hands; use a broom, dustpan, or vacuum cleaner. Inserting glass tubing or thermometers into rubber stoppers can be dangerous; you can stab your hand if not careful. Always lubricate the tubing and thermometers first with water or a small amount of dish soap. Protect your hand with a towel. If tubing gets stuck in a stopper, don’t force it, it can break; ask the instructor to help.
11. If spills occur, especially involving acids and bases, immediately inform the teacher. Most spills can easily be neutralized with vinegar or baking soda, but don’t wait. All accidents, no matter how insignificant, should be reported immediately.
12. Discard chemicals according to your teacher’s instructions. Normally this means waiting until the end of the lab session, when they can be neutralized and/or disposed of properly.
13. Read the label carefully before using the chemi­cal. After removing the chemical from the bottle, immediately replace and screw-down the lid. If the chemical is in a zip-lock bag, completely close the bag. To avoid contamination, do not return unused chemicals to a re­agent bottle.
14. Waft, do not inhale! To safely smell an odor from a chemical use your hand to slowly wave vapors towards your nose. Do not inhale deeply.
15. Do not look down into a test tube, especially when heating; it may erupt like a geyser. When heating a liquid, turn the container away from yourself and others. Also protect your clothing. Use tongs to handle hot glassware.
16. When diluting acids, always add the acid to the water; never add the water to the acid. Heat is usually generated when diluting acids, especially sulfuric acid. Immediately stir to distribute any heat.
17. Know the location and use of eyewash station, fire extinguisher, and emergency shower.
18. After each lab procedure, wash hands diligently with soap and water! If you suspect that anything spilled on your shoes or clothing, take the time to blot it out! Don’t wait, as damage to clothing may result.

***Agreement***

Parent or Guardian

I have read these safety rules and discussed them with my son/daughter.

Parent (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent (sign) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student

I have reviewed these safety rules and will abide by them.

Student (print) ­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student (sign) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date ­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_