

**Joint School District No. 2's
Student Science Safety Contract
(Revised 2009)**

Purpose

Science is a hands-on laboratory class. You will be doing many laboratory activities, which require the use of potentially hazardous equipment, procedures and chemicals. 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 safety contract. These rules must be followed at all times. The signature page of this document must be signed by both you and a parent or guardian before you can participate in the laboratory.

Students Responsibilities

General Guidelines

Conduct

- Do not engage in practical jokes or boisterous conduct in the laboratory.
- Never run in the laboratory.
- The use of personal audio or video equipment is prohibited in the laboratory.
- The performance of unauthorized experiments is strictly forbidden.
- Do not sit on laboratory benches.

General Work Procedure

- Know emergency procedures.
- Never work in the laboratory without the supervision of a teacher.
- Always perform the experiments or work precisely as directed by the teacher.
- Immediately report any spills, accidents, or injuries to a teacher.
- Never leave experiments while in progress.
- Never attempt to catch a falling object.
- Be careful when handling hot glassware and apparatus in the laboratory. Hot glassware looks just like cold glassware.
- Never point the open end of a test tube containing a substance at yourself or others.
- Never fill a pipette using mouth suction. Always use a pipetting device.
- Make sure no flammable solvents are in the surrounding area when lighting a flame.
- Do not leave lit Bunsen burners unattended.
- Turn off all heating apparatus, gas valves, and water faucets when not in use.
- Do not remove any equipment or chemicals from the laboratory.
- Coats, bags, and other personal items must be stored in designated areas, not on the bench tops or in the aisle ways.

- Notify your teacher of any sensitivity that you may have to particular chemicals if known.
- Keep the floor clear of all objects (e.g., ice, small objects, and spilled liquids).

Housekeeping

- Keep work area neat and free of any unnecessary objects.
- Thoroughly clean your laboratory work space at the end of the laboratory session.
- Do not block the sink drains with debris.
- Never block access to exits or emergency equipment.
- Inspect all equipment for damage (cracks, defects, etc.) prior to use; do not use damaged equipment.
- Never pour chemical waste into the sink drains or wastebaskets.
- Place chemical waste in appropriately labeled waste containers.
- Properly dispose of broken glassware and other sharp objects (e.g., syringe needles) immediately in designated containers.
- Properly dispose of weigh boats, gloves, filter paper, and paper towels in the laboratory.

Apparel in the Laboratory

- Always wear appropriate eye protection (i.e., chemical splash goggles) in the laboratory.
- Wear disposable gloves, as provided in the laboratory, when handling hazardous materials. Remove the gloves before exiting the laboratory.
- Wear a full-length, long-sleeved laboratory coat or chemical-resistant apron.
- Wear shoes that adequately cover the whole foot; low-heeled shoes with non-slip soles are preferable. Do not wear sandals, open-toed shoes, open-backed shoes, or high-heeled shoes in the laboratory.
- Avoid wearing shirts exposing the torso, shorts, or short skirts; long pants that completely cover the legs are preferable.
- Secure long hair and loose clothing (especially loose long sleeves, neck ties, or scarves).
- Remove jewelry (especially dangling jewelry).
- Synthetic finger nails are not recommended in the laboratory; they are made of extremely flammable polymers which can burn to completion and are not easily extinguished.

Hygiene Practices

- Keep your hands away from your face, eyes, mouth, and body while using chemicals.
- Food and drink, open or closed, should never be brought into the laboratory or chemical storage area.
- Never use laboratory glassware for eating or drinking purposes.
- Do not apply cosmetics while in the laboratory or storage area.

- Wash hands after removing gloves, and before leaving the laboratory.
- Remove any protective equipment (i.e., gloves, lab coat or apron, chemical splash goggles) before leaving the laboratory.

Emergency Procedure

- Know the location of all the exits in the laboratory and building.
- Know the location of the emergency phone.
- Know the location of and know how to operate the following:
 - Fire extinguishers
 - Alarm systems with pull stations
 - Fire blankets
 - Eye washes
 - First-aid kits
 - Deluge safety showers
- In case of an emergency or accident, follow the established emergency plan as explained by the teacher and evacuate the building via the nearest exit.

Chemical Handling

- Check the label to verify it is the correct substance before using it.
- Wear appropriate chemical resistant gloves before handling chemicals. Gloves are not universally protective against all chemicals.
- If you transfer chemicals from their original containers, label chemical containers as to the contents, concentration, hazard, date, and your initials.
- Always use a spatula or scoopula to remove a solid reagent from a container.
- Do not directly touch any chemical with your hands.
- Never use a metal spatula when working with peroxides. Metals will decompose explosively with peroxides.
- Hold containers away from the body when transferring a chemical or solution from one container to another.
- Use a hot water bath to heat flammable liquids. Never heat directly with a flame.
- Add concentrated acid to water slowly. Never add water to a concentrated acid.
- Weigh out or remove only the amount of chemical you will need. Do not return the excess to its original container, but properly dispose of it in the appropriate waste container.
- Never touch, taste, or smell any reagents.
- Never place the container directly under your nose and inhale the vapors.
- Never mix or use chemicals not called for in the laboratory exercise.

- Use the laboratory chemical hood, if available, when there is a possibility of release of toxic chemical vapors, dust, or gases. When using a hood, the sash opening should be kept at a minimum to protect the user and to ensure efficient operation of the hood. Keep your head and body outside of the hood face. Chemicals and equipment should be placed at least six inches within the hood to ensure proper air flow.
- Clean up all spills properly and promptly as instructed by the teacher.
- Dispose of chemicals as instructed by the teacher.
- When transporting chemicals (especially 250 mL or more), place the immediate container in a secondary container or bucket (rubber, metal or plastic) designed to be carried and large enough to hold the entire contents of the chemical.
- Never handle bottles that are wet or too heavy for you.
- Use equipment (glassware, Bunsen burner, etc.) in the correct way, as indicated by the teacher.

Science Safety Contract Signature Page

Questions

54. Do you wear contact lenses?

YES NO

55. Are you color blind?

YES NO

56. Do you have allergies?

YES NO

If so, list specific allergies

Agreement

I, _____
(Student's name) have read and agree to follow all of the safety rules set forth in this contract. I realize that I must obey these rules to insure my own safety, and that of my fellow students and instructors. I will cooperate to the fullest extent with my instructor and fellow students to maintain a safe lab environment. I will also closely follow the oral and written instructions provided by the instructor. I am aware that any violation of this safety contract that results in unsafe conduct in the laboratory or misbehavior on my part, may result in being removed from the laboratory, detention, receiving a failing grade, and/or dismissal from the course.

Student Signature

Date

Dear Parent or Guardian:

We feel that you should be informed regarding the school's effort to create and maintain a safe science classroom/laboratory environment.

With the cooperation of the instructors, parents, and students, a safety instruction program can eliminate, prevent, and correct possible hazards.

You should be aware of the safety instructions your son/daughter will receive before engaging in any laboratory work. Please read the list of safety rules above. No student will be permitted to perform laboratory activities unless this contract is signed by both the student and parent/guardian and 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 insure the safety of your son/daughter in the science laboratory, and will instruct your son/daughter to uphold his/her agreement to follow these rules and procedures in the laboratory.

Parent/Guardian Signature

Date