

GENERAL GUIDELINES (adopted from Flinn Scientific)

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the instructor before proceeding.
3. Never work alone. No student may work in the laboratory without an instructor.
4. When first entering a science room, do not touch any equipment, chemicals, or other materials in the laboratory area until you are instructed to do so.
5. Do not eat food, drink beverages, or chew gum in the laboratory. Do not use laboratory glassware as containers for food or beverage.
6. Perform only those experiments authorized by the instructor. Never do anything in the laboratory that is not called for in the laboratory procedures or by your instructor. Carefully follow all instructions, both written and oral. Unauthorized experiments are prohibited.
7. Be prepared for your work in the laboratory. Read all procedures thoroughly before entering the laboratory. Never fool around in the laboratory. Horseplay, practical jokes, and pranks are dangerous and prohibited.
8. Observe good housekeeping practices. Work areas should be kept clean and tidy at all times. Bring only your laboratory instructions, worksheets, and / or reports to the work area. Other materials (books, purses, backpacks, etc.) should be stored in the classroom area.
9. Keep aisles clear. Push your chair under the desk when not in use.
10. Know the locations and operating procedures of all safety equipment including the first aid kit, eyewash station, safety shower, fire extinguisher, and fire blanket. Know where the fire alarm and the exits are located.
11. Always work in a well-ventilated area. Use the fume hood when working with volatile substances or poisonous vapors. Never place your head into the fume hood.
12. Be alert and proceed with caution at all times in the laboratory. Notify the instructor immediately of any unsafe conditions you observe.
13. Dispose of all chemical waste properly. Never mix chemicals in sink drains. Sinks are to be used only for water and those solutions designated by the instructor. All insoluble materials are to be disposed of in the proper waste containers, not in the sink. Check the label of all waste containers twice before adding your chemical waste to the container.
14. Labels and equipment instructions must be read carefully before use. Set up and use the prescribed apparatus as directed in the laboratory instructions or by your instructor.
15. All sharp materials (razor blades, pins, scalpels, etc...) need to be disposed of in a sharps container and NOT thrown in the garbage.
16. Any time chemicals, heat or glassware are used, students will wear laboratory goggles. There will be no exceptions to this rule!

PURPOSE

Science is a hands-on laboratory class. You will be doing many laboratory activities which require the use of hazardous 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 signed by both you and a parent or guardian before you can participate in the laboratory. The guideline section is to be kept in your science notebook as a constant reminder of the safety rules.

CODE OF IOWA

Chapter 280 - Uniform School Requirements

280.10 Eye-protective devices.

- 1.a. Every student and teacher in any public or nonpublic school shall wear industrial quality eye-protective devices at all times while participating, and while in a room or other enclosed area where others are participating, in any phase or activity of a course which may subject the student or teacher to the risk or hazard of eye injury from the materials or processes used in any of the following courses:
 - (2) Chemical or combined chemical-physical laboratories involving caustic or explosive chemicals or hot liquids or solids when risk is involved.
2. It shall be the duty of the teacher or other person supervising the students in said courses to see that the above requirements are complied with. Any student failing to comply with such requirements may be temporarily suspended from participation in the course and the registration of a student for the course may be canceled for willful, flagrant, or repeated failure to observe the above requirements.

Jefferson
MIDDLE SCHOOL

Roosevelt
MIDDLE SCHOOL

Washington
MIDDLE SCHOOL

Hempstead
HIGH SCHOOL

DUBUQUE

Senior
HIGH SCHOOL

Alta Vista
CAMPUS



STUDENT AGREEMENT

I, _____, have read and understand each of the above safety rules set forth in this contract. I agree to follow them to ensure not only my own safety but also the safety of others in the science classroom or laboratory. I also agree to follow the general rules of appropriate behavior for a classroom at all times to avoid accidents and to provide a safe learning environment for everyone. I understand that if I do not follow all the rules and safety precautions, I will not be allowed to participate in science activities.

STUDENT SIGNATURE

DATE

PLEASE ANSWER THE QUESTIONS BELOW

DO YOU WEAR CONTACT LENSES? [] YES [] NO

ARE YOU COLOR BLIND? [] YES [] NO

DO YOU HAVE ALLERGIES? [] YES [] NO *If yes, list allergies:*

PARENT / GUARDIAN NOTIFICATION

Dear Parent / Guardian:

We feel that you should be informed of the school's effort to create and maintain a safe science classroom / laboratory environment. Please read the list of safety rules. No student will be permitted to perform science 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 Science Safety Contract, reviewed it with your child, and are aware of the measures taken to ensure the safety of your son / daughter in the science classroom.

PARENT / GUARDIAN SIGNATURE

DATE

GENERAL GUIDELINES (continued)

17. Keep hands away from face, eyes, mouth and body while using chemicals or preserved specimens. Wash your hands with soap and water after performing all experiments. Clean (with detergent), rinse and wipe dry all work surfaces (including sink) and apparatus at the end of the experiment. Return all equipment clean and in working order to the proper storage area.
18. Dress properly during a laboratory research activity. Long hair, dangling jewelry, and loose or baggy clothing are a hazard in the laboratory. Long hair must be tied back and dangling jewelry and loose or baggy clothing must be secured. Shoes must completely cover the foot. No sandals allowed.
19. Report any accident (spill, breakage, etc.) or injury (cut, burn, etc.) to the instructor immediately, no matter how trivial it may appear.
20. If a chemical should splash in your eye(s) or on your skin, immediately flush with running water from the eyewash station, safety shower, or faucet for at least 20 minutes. Notify the instructor immediately.
21. All chemicals in the laboratory are to be considered dangerous. Do not touch, taste, or smell any chemicals unless specifically instructed to do so. The proper technique for smelling chemical fumes will be demonstrated to you.
22. Acids must be handled with extreme care. You will be shown the proper method for diluting strong acids. Always add acid to water, swirl or stir the solution and be careful of the heat produced, particularly with sulfuric acid.
23. Never remove chemicals or other materials from the laboratory area.
24. Never handle broken glass with your bare hands. Use a brush and dustpan to clean up broken glass.
25. Place broken or waste glassware in the designated glass disposal container.
26. Exercise extreme caution when using a gas burner. Take care that hair, clothing and hands are a safe distance from the flame at all times. Do not put any substance into the flame unless specifically instructed to do so. Never reach over an exposed flame. Light gas (or alcohol) burners only as instructed by the teacher.
27. Never leave a lit burner unattended. Never leave anything that is being heated or is visibly reacting unattended. Always turn the burner or hot plate off when not in use.
28. Heated metals and glass remain very hot for a long time. They should be set aside to cool and picked up with caution. Use tongs or heat-protective gloves if necessary.
29. Always carry a microscope with both hands. Hold the arm with one hand & place the other hand under the base.

