

# ***Laboratory Safety Procedures***

## General Rules:

1. Absolutely no horseplay in the laboratory!! This will result in an automatic zero for the activity and a disciplinary referral. This includes exams and finals.
2. Prepare for every lab by reading through the entire lab before starting. Listen carefully and follow all oral and written directions. They are designed to protect you.
3. No unauthorized experimentation!! Creativity is wonderful, however, it can be lethal in the laboratory.
4. Keep your lab table neat, clean, and clutter free. Dispose of all trash in the waste basket. Wipe up spills so someone else doesn't come along and get in the spill. Keep glassware back from the edge of the table to avoid breakage.
5. Report spills, broken glassware, faulty electrical equipment, accidents or injuries to Mr. Sawyer immediately, no matter how minor they may seem.
6. Always wear your eye protection (goggles) when doing experiment in the laboratory that use any type of hazardous chemical or a Bunsen burner. Otherwise your goggles and apron should be neatly stored in your drawer.
7. Keep hair and loose clothing secured during an experiment.
8. Never handle glassware that has been exposed to heat with your hands. Use only tongs, test tube holders, or hot pads to hold or move hot glassware.
9. Be aware of what others around you are doing. Direct all experiments away from others. Be prepared to help someone in trouble.
10. No food of any kind in the laboratory. (Unless I provide it)
11. All storage cabinets and closets are off-limits unless you receive permission.
12. At the end of every lab clean up your lab area, put everything away, and wash your hands.

Special Situations:

1. Chemical Spills
2. Fire Within the Laboratory
3. Tasting the Substances
4. Fire Drill
5. Tornado Drill

The intent of these rules is not to restrict what you do in the lab, rather to make sure that the experiences that you have are safe and successful. Common sense is the best safety rule we can have. If you think that what you are about to do is even remotely unsafe, don't do it. If we all practice these rules we will have a safe and enjoyable experience this year.

As proof that you have read the above list of rules and agree to abide by these rules at all times, sign and date below. If you don't understand these rules ask me about them before you sign.

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Student Signature

Date

Class Hour