The Charter School of Wilmington
Science Safety Contract

Safety in the Science Laboratory is the Number One Priority

Safety in the science laboratory is the responsibility of both teachers and students. The actions of any student may endanger not only his or her self but all of the other students in the laboratory. Therefore unsafe behavior cannot be permitted in the science lab. It is the responsibility of each student to work safely, and to report any unsafe activities to the teacher immediately so that corrective action can be taken.

Students must demonstrate proper and safe laboratory techniques to receive full credit for the performance assessment portion of the laboratory grade. Students who exhibit unsafe behavior will be asked to leave the laboratory and make up the lab after school under direct supervision of the teacher.

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. Students who persist in unsafe behavior will be asked to leave the laboratory.

Be Prepared
Familiarize yourself with the laboratory and the procedures before beginning the lab activity. Be familiar with the hazards and properties of the chemicals you will be using before coming to the lab. Chemical information can be obtained from Material Safety Data Sheets on file in the classroom and at www.siri.org/msds/
Completion of a prelab assignment may be a prerequisite entering the lab.

Never Work Alone
No student may work in the laboratory without an instructor present.

Wear Safety Goggles
State law requires that approved safety goggles must be worn by any one entering a laboratory where hazardous materials are used. Put on your safety goggles before entering the lab area. Leave them on at all times. They must cover your eyes to protect them from damage. A student who removes his or her eye protection will be assessed a performance penalty, asked to leave the laboratory and will need to make up the lab after school under the direct supervision of the teacher.

Know the Location of and How to Use Safety Equipment
An eyewash station, safety shower, fire blanket and fire extinguisher are located in the laboratory. Know the location and how to use the eyewash, safety shower and fire blanket. Only your teacher should use the fire extinguisher.

Unauthorized Experiments are Prohibited
Do not touch any equipment, chemicals or other materials in the laboratory that are not associated with the experiments which you have been instructed to perform.

Perform only those experiments authorized by the instructor. Never do anything in the laboratory that is not called for in the laboratory procedure or by your instructor.
No Horseplay
Conduct yourself in a safe and responsible manner in the laboratory at all times. Remember, you are responsible for your fellow student’s safety as well as your own.

Never fool around in the laboratory. Horseplay, running, practical jokes, pranks, and loud or distracting conversations are prohibited. Students who are unwilling to behave in a responsive manner will be asked to leave the laboratory, assessed a performance penalty and will make up the lab after school under the direct supervision of the teacher.

You will be assigned a laboratory station at which to work. Do not wander around the room, distract other students, or interfere with the laboratory experiments of others. Students who are unwilling to remain at their laboratory stations will be assessed a performance penalty, asked to leave the laboratory and will need to make up the lab after school under the direct supervision of the teacher.

Observe Good Housekeeping Practices
Do not eat food, drink beverages or chew gum in the laboratory. Do not bring any foods, beverages or gum into the laboratory as they may become contaminated.

Keep hands away from face, eyes, and mouth while using chemicals. Wash your hands with soap and water frequently while performing an experiment and thoroughly with soap and water after you are finished.

Do not bring any book bags, purses, or coats into the laboratory where they become a tripping or fire hazard. Leave them in the classroom.

Keep aisles clear at all times. No stools or chairs are permitted in the laboratory. They present a tripping hazard.

Do NOT Wear Loose Fitting Clothing or Open Toed Shoes
Jackets, ties, sweaters, and other loose fitting or long sleeved garments should be removed before entering the laboratory. Sandals are prohibited in the laboratory.

Dangling jewelry such as necklaces, chains, medallions, or bracelets should not be worn in the lab.

Long hair must be tied back and secured with a rubber band.

Laboratory Practices
Set up apparatus as described in the lab manual or by your teacher. Never use makeshift arrangements.

Always use the prescribed instrument such a tongs, test tube holders, or forceps for handling glassware and equipment.

When volatile or harmful chemicals are stored in the hood they should remain in the hood and not be taken back to your lab bench.
Handling Chemicals
All chemicals in the laboratory are to be considered dangerous. Do not touch, taste or smell any chemicals unless specifically instructed to do so by your teacher. The proper technique for smelling chemical fumes is to waft them gently toward you.

Check all labels on chemical bottles before removing the contents. Take only as much chemical as you need.

Never return unused chemicals to their original containers.
Never use mouth suction to fill a pipet. Use a rubber bulb or pipet pump.

When transferring reagents from one container to another, hold the containers away from your body.

Acids and bases must be handled with extreme care. When diluting acids always add the acid to water, swirl or stir the solution and be careful of heat produced particularly with sulfuric acid.

Never use flammable liquids such as alcohol anywhere near an open flame or source of heat.

Never remove chemicals or other materials from the laboratory.

Handling Glassware and Equipment
Always examine glassware before each use. Discard any chipped or cracked glassware. Be especially careful to inspect glassware for star cracks.

Let hot glassware, ring stands, rings, Bunsen burners and clamps cool before touching. Test the temperature before grabbing it.

Do not immerse hot glassware in cold water; it may shatter.

 Carry glass tubing in a vertical position to minimize the likelihood of breakage and injury.

Never handle broken glass with bare hands. Use a brush and dustpan to clean up broken glass. Place broken or waste glassware in the glass disposal carton, not in the regular wastebasket.

Make sure your hands are dry before unplugging and electrical cord.

Heating Substances
Use the proper technique when lighting a Bunsen burner. Turn the burner off when not using it and relight when needed again.

When heating a substance in a test tube, never point the open end of the tube at yourself or anyone else.

Never look into a container that is being heated.
Dispose of Chemicals Properly
Solid chemicals, metals, matches, filter paper, paper towels and all other insoluble materials are to be disposed of in the proper waste containers, not in the sink. Check the label of all waste containers before adding your chemical waste. Matches should not be thrown into the wastepaper basket or sink, but disposed of in the match disposal jar located at your laboratory station.

Accidents or Injuries
If you or your lab partner is hurt, immediately get the instructor’s attention. Do not be shy!!

If a chemical should splash in your eye, immediately flush with running water from the eyewash station for at least 20 minutes. Notify the instructor immediately.

If concentrated acids or bases should splash onto your skin, wash with running water immediately. If the exposure is extensive, use the safety shower.

Know what to do if there is a fire or a drill during a laboratory period. Containers should be closed; gas valves turned off and any electrical equipment should be turned off.

Report any accident (spill, breakage) or injury (cut, burn, chemical splash) to your instructor immediately, no matter how trivial it may appear.

End of Period Procedure
Clean, rinse, and wipe dry all equipment and work surfaces (including sinks) at the end of the period.

Return all clean equipment to its proper place and call your teacher to inspect your work area. Then lock your lab drawer and return the key.

Restricted Areas
Students are never permitted in the science storage rooms or preparation areas unless given specific permission by the instructor.
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Questions
Do you wear contact lenses?  YES NO
Are you color blind?   YES NO
Do you have allergies?  YES NO
If so list specific allergies:

Agreement

Student

I __________________________ have read and agree to follow all 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 teacher. I am aware that any violation of this safety contract may result in my being removed from the laboratory, receiving less than full credit for the performance assessment portion of my laboratory grade and performing the lab after school under the teacher’s direct supervision.

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 laboratory environment. With the cooperation of teachers, parents, and students, a safe instruction program can prevent and correct possible hazards.

You should be aware of the safety instruction your son/daughter has received before engaging in any laboratory work. Please read the list of safety rules attached. 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 and that you will instruct your son/daughter to uphold his/her agreement to follow these rules and procedures in the laboratory.

Parent/Guardian Signature ________________________________ Date: _______________