

ALBUQUERQUE PUBLIC SCHOOLS MINIMUM SCIENCE SAFETY RULES AND PROCEDURES AGREEMENT

Students and parents should read, discuss, and sign this science safety rules and procedures agreement. The student or parent, and science teacher should each keep a signed copy.

1. Perform the experiments as directed. Do not do anything which is not part of an approved experimental procedure. Follow written and verbal instructions given by your teacher or adult supervisor.
2. Be properly prepared to do the experiment. Read the written procedures in advance and understand what you are going to do. Lack of familiarity wastes your time and is a major cause of injury. Know the hazards before you do the experiment.
3. Never work without adult supervision. Do not use defective or broken equipment.
4. Wear appropriate protective equipment. A lab coat or apron and ANSI approved eye protection should be worn at all times. This will usually mean chemical splash goggles. In addition, gloves and face shields should be used as appropriate.
5. Learn the locations and operation of emergency equipment. This includes eyewash, safety shower, fire extinguisher, fire blanket, sinks, and first aid supplies. Know what to do in case of emergency.
6. Act in a responsible manner at all times. No horseplay or fooling around should occur in the lab or experimental area.
7. Wear shoes which cover the entire foot. No sandals or open shoes. Clothing should not be loose and floppy, especially in the sleeves. Some new fabrics, especially synthetics, are highly flammable and should not be worn. Arms and legs should be covered.
8. Tie back long hair to keep it away from flames and chemicals. Contact lenses are not forbidden in lab, but are discouraged for safety reasons. Remove contact lenses if you feel any burning sensation or irritation of your eyes.
9. Never taste chemicals. Never touch chemicals with your hands. Check odors only if instructed to do so, by gently wafting some of the vapor towards your nose with your hand. Never pipette liquid media by mouth. Use a pipette bulb. Be sure your work area is adequately ventilated for your experiment.
10. Turn off your Bunsen burner or other heat source whenever you are not using it. Never let it operate unattended. Avoid open flames when using flammable liquids. Heat only Pyrex, borosilicate, or porcelain glass.
11. Treat burns immediately by putting the burned area under cold water for at least 15 minutes. Cold water markedly reduces the subsequent pain and blisters.

12. Read the chemical labels very carefully. Read them three times: when you pick it up; just before you use it; and after you are finished. Many mistakes - some dangerous - result from mixing the wrong chemicals. Review MSDSs if they are available.
13. Smoking, eating, drinking, or applying toiletries in the lab or experimental work area are forbidden.
14. Report all accidents, injuries, and close calls to your teacher/adult supervisor immediately.
15. Dispose of chemicals properly, not down the drain or in the trash can. Containers should be available for waste chemicals. Broken glass goes in special receptacles.
16. Never return unused reagents to the reagent bottle. Be careful to take only what you actually need. Do not contaminate the reagents.
17. Clean up all spills immediately as directed by the teacher. This includes water.
18. Handle dissecting equipment and other sharp tools carefully to avoid cuts. Never cut objects while holding them in your hand. Place objects on a suitable work surface.
19. Never take chemicals, supplies, or equipment out of the laboratory without the knowledge and consent of the science teacher.
20. Wash off chemicals splashed or spilled on your skin or body immediately and for 15 minutes. Remove contaminated clothing immediately. Notify your teacher or adult supervisor.
21. Clean your lab bench; put away all equipment and reagents; and wash your hands at the end of each work session.
22. Prevent injury from falling masses, projectiles, stretched or compressed springs, rotation devices and exposed belts or pulleys in labs with these mechanical hazards.
23. Do not point lasers or other energy sources at people. Do not look directly or at reflected sun light through microscopes or telescopes.
24. Do not place loose electrical cords in walking areas or let cords hang over a table edge. Tape down cords to prevent accidents.
25. Be sure equipment is in the "off" position before you plug it in. Do not use equipment with frayed electrical cords or loose plugs. Do not use electrical equipment with wet hands or clothing.
26. It is the responsibility of the student to notify the instructor if you are pregnant, have any serious illness or condition, or have an autoimmune disease so that appropriate procedures and chemicals can be determined.
27. List your allergies on the bottom of this page. If the experiment deals with something to which you are allergic, consult with your teacher or adult supervisor.

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I, _____(print name) have read, understand, agree to follow these science safety rules and procedures. I agree to abide by any additional instructions, written or verbal, provided by my science teacher or adult supervisor. I realize that my failure to follow these rules and instruction will result in disciplinary action and possible permanent suspension from this class.

List any allergies, medical problems, or use of contact lenses for your teacher:

Student's Signature _____ Date _____

Guardian's Signature _____ Date _____