

Viking Laboratory Science Safety Contract

Dress Code

1. Many materials in the laboratory can cause eye injury. To protect yourself from possible eye injury, wear safety goggles whenever you are working with chemicals, burners, hotplates, glassware, or any substance that might get into your eyes.
2. Tie back long hair to keep it away from any chemicals, burners, hotplates, and candles, or other laboratory equipment.
3. Remove or tie back any article of clothing or jewelry that can hang down and touch chemicals and flames.
4. No coats or large baggy sleeves should be worn in the laboratory.

General Safety Rules

5. 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.
6. Read all directions for an experiment several times. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask your teacher for assistance.
7. Never perform activities that are not authorized by your teacher. No student may work in the laboratory without a teacher present.
8. Never fool around in the laboratory. Horseplay, practical jokes, and pranks are dangerous and prohibited.
9. Keep aisles clear. Push your lab stool under the table when not in use. Do not stand on the stool rungs or sit on the table.
10. If you do not understand how to use a piece of equipment, ask the instructor for help.
11. All lab materials, supplies, and equipment must remain in the classroom/laboratory.

12. Take extreme care not to spill any material in the laboratory. If a spill occurs, immediately ask your teacher about the proper cleanup procedure. Never simply pour chemicals or other substances into the sink or trash container.

13. Never eat, drink beverages, or chew gum in the lab. Never eat or drink from laboratory equipment.

14. Wash your hands after each experiment.

15. Students are never permitted in the science storage rooms or preparation areas unless given specific permission by their instructor.

First Aid

16. Immediately report all accidents, no matter how minor, to your teacher.

17. If you or your lab partner are hurt, immediately yell out, "Code one, Code one" to get the instructor's attention.

18. If a chemical should splash in your eye(s) or on your skin, immediately flush with running water from the eyewash station or safety shower for at least 15 - 20 minutes. Notify the instructor immediately.

19. Know where the following items are located:

- First aid kit
- Fire Extinguisher
- Fire Blanket
- Phone and Emergency Numbers
- Emergency Gas Shut Off

Your teacher should administer any required first aid due to injury. Your teacher may send you to the school nurse.

20. Know where and how to report an accident or fire. Immediately report any fires to your teacher. If you need to use a fire extinguisher, remember the acronym P.A.S.S. (Pull, Aim, Squeeze, Sweep).

21. Know what to do if there is a fire drill during a laboratory period; containers must be closed, gas valves turned off, fume hoods turned off, and any electrical equipment turned off. Know your escape route in case of fire.

Heating, Fire, and Electrical Safety

22. Never heat a chemical you are not instructed to heat. A chemical that is harmless when cool may be dangerous when heated.
23. Maintain a clean work area and keep all materials away from flames/hotplates.
24. Never reach across a flame/hotplate.
25. Report damaged electrical equipment immediately. Look for things such as frayed cords, exposed wires, and loose connections. Do not use damaged electrical equipment.
26. When using a hotplate: never plug/unplug with wet or damp hands; always hold the plug not the electrical cord to connect/disconnect to the outlet; keep the hotplate away from the sink.
27. Do not touch a burner/hotplate. It may be hot. Never leave a lighted burner/operating hotplate unattended!
28. When heating a test tube or bottle, tilt the tube, always point the open mouth away from you and others. Chemicals can splash or boil out of a heated container.
29. Never heat a liquid in a closed container. The expanding gases produced may blow the container apart, injuring you or others.
30. Before picking up a container that has been heated, first hold the back of your hand near it. If you can feel the heat on the back of your hand, the container may be too hot to handle. Use a clamp or tongs when handling hot containers or glassware.

Using Chemicals Safely

31. Always check labels before using any chemical.
32. Never mix chemicals for the "fun of it". You might produce a dangerous, possibly explosive substance.
33. Never touch, taste, or smell a chemical unless you are instructed by your teacher to do so. Many chemicals are poisonous.
34. If you are instructed to note the fumes in an experiment, gently wave your hand over the opening of a container and direct the fumes toward you nose ("wafting"). Do not inhale the fumes directly from the container.

35. Use only those chemicals needed in the activity. Keep all lids closed when a chemical is not being used. Notify your teacher whenever chemicals are spilled.

36. Dispose of all chemicals as instructed by your teacher. To avoid contamination, never return chemicals to their original containers.

37. Be extra careful when working with chemicals. Pour such chemicals over a work tray/lab table as instructed.

38. Immediately rinse with water any chemicals that get on your skin or clothing. Then notify your teacher of any chemical spill.

39. Always work in a well-ventilated area. Use the fume hood when working with volatile substances or poisonous vapors.

40. Keep hands away from face, eyes, mouth, and body while using chemicals or preserved specimens.

Using Glassware Safely

41. Do not heat empty glassware. Use a wire screen to protect glassware from any flame.

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

43. Keep in mind that heated objects may not appear hot. This includes glassware, tongs, clamps, heat sources.

44. Never use broken or chipped glassware. Notify your teacher immediately of any broken glassware. Do not touch it.

45. Broken glassware must be disposed of in the proper container. Do not throw broken glass into the trash.

46. Always use clean glassware for any experiment. Thoroughly clean and dry glassware before putting it away.

Using Sharp Instruments

47. When using knives and other sharp instruments, always carry with tips and points pointing down and away.

48. Always cut away from your body.
49. Never try to catch falling sharp instruments.
50. Immediately notify your teacher if you cut your skin when working in the laboratory no matter how minor it may appear.

Dissection Safety

51. All organisms, living or preserved, are to be treated with respect.
52. Your teacher will instruct you as to how to handle each specimen that will be used in lab.
53. While handling specimens, keep hands away from face, eyes, mouth, and body while handling animals.
54. All parts of the specimens will be kept in the lab.
55. Clean and dry all dissection equipment before leaving the lab.

End-of-Experiment Rules

56. Follow all directions for disposal of any chemicals. Be sure that tops to chemical bottles have been securely replaced onto the bottle.
57. Turn off all candles, burners, and hotplates before leaving the laboratory.
58. After an experiment has been completed:
 - Clean up your work area
 - Clean and return all equipment to its proper place
 - Sanitize goggles and put away neatly
 - Be sure lab stools are safely pushed under lab tables
59. Wash your hands with soap after every experiment.