

## *Harnett County Schools Science Laboratory Safety Guidelines and Acknowledgement*

Students enrolled in science classes will not be able to participate in laboratory activities until this agreement has been signed by the student and parent or legal guardian.

1. All accidents will be reported to the teacher immediately, no matter how minor.
2. If a chemical splashes in your eye(s) or on your skin, immediately flush with running water for at least 15 minutes.
3. Only those laboratory activities where instructions and permission have been given by the teachers will be performed.
4. Only materials and equipment authorized by the teacher will be used. Upon entering the laboratory area, you will not touch any chemicals, equipment, or other materials until instructed to do so. Never remove chemicals or other materials from the laboratory area.
5. Written and verbal instructions will be followed carefully. All instructions given by the teacher will be closely followed. If you do not understand the instructions or how to use equipment, ask the teacher for help.
6. Students will conduct themselves in a responsible manner at all times in a laboratory situation. Students will be alert and on task at all times in the laboratory. Horseplay and reckless conduct have no place in a laboratory and will not be tolerated.
7. Chemical goggles will be used when working in the laboratory and using chemicals. Safety goggles will be used in other science laboratories when chemicals are not being used. To protect your eyesight, always wear approved goggles whenever you are working with chemicals, open flames, or heated materials. Your instructor will indicate any additional situations that will require you to wear eye protection.
8. Students will prepare for each laboratory activity by reading all instructions. Follow all directions carefully and intelligently. Make note of any deviations announced by your instructor.
9. Students will know the location of the emergency, first aid and fire fighting-equipment.
10. Students will know the proper fire drill procedures and know where to get help fast. All containers will be closed and gas valves and electrical equipment will be turned off.
11. Long hanging necklaces, bulky jewelry, coats, ties, sweaters, excessive and bulky clothing will not be worn during laboratory activities.
12. Long hair will be tied back during laboratory activities, and closed-toed shoes that cover the entire foot will be worn.
13. Work areas will be kept clean and tidy. Students will always clean and wipe dry all desks, tables or laboratory work areas, at the conclusion of each laboratory activity as part of good housekeeping practices.
14. Only laboratory manuals and laboratory notebooks are permitted in the working area. Other books, purses, book bags, and such items will be placed in your desk, locker, or storage area.
15. Never handle broken glass with your bare hands. Broken glass will be removed from work areas and the floor as soon as possible. Broken glass will be placed, using proper techniques, in a labeled sharps box.
16. All solid waste will be placed in designated waste containers.
17. Students are not permitted in laboratory storage or supply rooms or teacher workrooms unless directly instructed to do so.
18. Never taste, smell, or touch chemicals unless specifically instructed to do so.
19. Take great care in noting odors or fumes. Use a wafting motion of the hand. Never put a bottle to your nose and breathe deeply.
20. No food or beverage is permitted during any science laboratory activity.
21. Never touch your face, including eyes and mouth, or exposed skin while handling chemicals or laboratory equipment. Hands will be washed thoroughly (at least 15 seconds) with soap and water at the conclusion of each laboratory activity.
22. Never leave a flame, a substance being heated, or a substance undergoing a chemical reaction unattended.
23. Never bring any substance into contact with a flame unless specifically instructed to do so.
24. All flames, hot plates, and other electrical equipment will be turned off when not in use.
25. Never look into a container that is being heated. Never allow the opened end of a heated test tube to be pointed toward anyone including yourself.
26. Never pour water into acid. Correctly dilute acid by pouring acid into water.
27. Direct viewing of the sun, infrared, ultraviolet light or laser sources will always be avoided.
28. Only authorized laboratory activities will be attempted at home.