

## Safety Rules

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1. The laboratory is a place for serious work. Maintain a wholesome, businesslike attitude at all times. The rules on this page are to be read, learned, and practiced. Points will not be given for following the rules, but points will be lost by not following them.
2. Never, under any circumstances, attempt unauthorized experiments. Accidents and trouble will be avoided by following this simple rule.
3. **Always wear protective glasses and apron when in the laboratory...** from the moment you enter the lab to collect materials until the time you have finished cleaning up. Contact lens wearers must know the added dangers of contact lenses. Handle all chemicals at arms length. Long hair should be tied back. **Shoes that cover your feet should be worn.**
4. Any accident involving even a minor injury must be reported to the instructor at once. Beware of hot glass. **Hot glass looks like cold.** Watch for small chips and cracks on glassware.
5. All books, coats, and other personal effects should be put away at the sides of the room or under your desk, and should never be found at your laboratory station.
6. **Do not touch, taste, or smell chemicals unless directed to do so. When observing the odor of a substance, do not hold your face directly over the container. Fan a little of the vapor toward yourself by sweeping your hand over the top of the container. (wafting)**
7. When heating a test tube, start heating gently by moving the tube in and out of the heat source. Be aware of how easily liquids start to boil. Do not point your test tube at your neighbor or yourself when heating substances therein. A suddenly formed bubble of vapor may eject the contents violently and dangerously.
8. Smother any fires with a trash can. Know the location of the fire extinguisher, fire blanket, and eyewash in the laboratory. Know how to use the sink as an eyewash. As a rule, wash eyes for 15 minutes. Fire blanket may be used to smother fires or act as a dam for spilled liquids.
9. If an acid or other chemical is spilled on your skin, wash it off immediately with water. If an acid or base is spilled on the counter or on your clothing, neutralize it and then wipe it up with water.
10. Acid on clothing  
use baking soda (a weak base) to neutralize  
Base on clothing  
use vinegar (a weak acid) to neutralize
11. Throw all solids to be discarded into waste buckets or as directed by teacher... never into the sinks where it will clog the drains. Liquids are emptied into the sinks and washed down with water unless special handling is required... special waste containers will be indicated.
12. Always read the labels twice before taking anything from a bottle... many chemicals have similar names. Use as little chemical as is convenient to perform your experiment or fill your apparatus... you can always come back for more. **NEVER return unused chemicals to the dispensing bottle to prevent contamination.**
13. The balances are expensive and somewhat fragile. Do not press on the balance pan. Never place chemicals directly on balance pans... they chemically react with many of the salts we used in class. A quarter sheet of notebook paper makes a good weighing paper.
14. Keep an eye on your neighbor while in the laboratory to see that she or he is also obeying the rules... remember, the accident that harms you may not be your own.
15. Keep your apparatus and lab station clean always. Wipe up spills since YOU know what those spills are... acid and water look the same to the next student using that station. The student who picks up and sets up the apparatus needs to return the apparatus to the same place.
16. Long hair must be pulled back and out of your face during labs. Hair is very flammable, also long sleeves need to be rolled up so they do not get in the way when you are working. Better safe than sorry!!!
17. Study the lab assignment **before** you start the lab. If you are in doubt about any procedure, ask for help.

**I have read and understand the above rules.**

**I agree to follow these rules and maintain a wholesome, businesslike attitude in the laboratory.**

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Student Signature

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Parent Signature

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Date

Any student who does not return this letter by Tuesday may not participate in laboratory experiments until the contract is returned!