![C:\Users\dpower\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\KMT3Y82Z\MC900215967[1].wmf]()SAFETY REGULATIONS

***While working in the science laboratory, you will have important responsibilities that do not apply to other classrooms. You will be working with materials and apparatus, which, if handled carelessly or improperly, have the potential to cause injury. A science laboratory can be a safe place to work if you, the student, are foresighted, alert, and cautious. The following practices will be followed:***

1. Report any accident to the teacher **immediately**, no matter how minor. This includes: burn, scratch, cut or corrosive liquid on skin or clothing.
2. Perform only those laboratory activities for which the teacher has given instructions and **permission**.
3. Use only materials and **equipment authorized** by the instructor.
4. Follow written and verbal **instructions** carefully.
5. Wear **appropriate eye protection** as directed by the instructor, whenever working in the laboratory. Safety goggles must be worn during hazardous experiments involving caustic/corrosive chemicals, heating of liquids, and other activities that may injure the eyes.
6. Prepare for each laboratory activity by **reading all the instructions** before coming to class. Follow all the directions implicitly. Make note of any modification in procedure given by the instructor.
7. **Never carry** hot equipment or **dangerous chemicals** through gap of students.
8. **Never taste** anything or touch chemicals with your hand unless specifically instructed to do so.
9. **Eating or drinking** in the laboratory or from laboratory equipment is **not permitted**.
10. Always test for odor of chemicals by waving your hand above the container and sniffing cautiously from a distance (**wafting**).
11. **Never pour reagents back into bottles**, exchange stoppers of bottles, or lay stoppers on the table.
12. When diluting acids, always pour **acids into water**, never the reverse. Combine the liquids slowly while stirring the mixture with a glass rod. Just remember the jingle, “Like ‘ya otter….add acid to water.”
13. **Keep hands away from the face, eyes, and body** while using solutions, specimens, equipment, or materials in the laboratory. Wash hands thoroughly at the conclusion of the laboratory period.
14. In case of a burn from an acid or alkali, wash the affected area immediately with plenty of running water. If an **eye** is involved, **irrigate** it without interruption for at least **15 minutes**. **Report** the incident to your instructor immediately.
15. **Check** labels and equipment **instructions** carefully. Be sure correct items are being used in the correct manner.
16. Know the **location** of all **safety equipment**: emergency shower, eye and face wash fountain, fire blanket, fire extinguisher, fire alarm box, and exits.
17. **![C:\Users\dpower\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\XQOR4IBY\MC900340286[1].wmf]()**Know the proper **fire drill procedure**. Go to far 10-yard line. Alpha sort!!!!
18. **Roll long sleeves up** above the wrist. Coats and bulky sweaters should be removed.
19. Keep **work areas clean**.
20. **![C:\Users\dpower\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\MC1BUP0D\MC900215314[1].wmf]()Tie** **back** long **hair** during a laboratory activity.
21. **Light gas burners** only as **directed** by the teacher.
22. Do not **throw used matches** into paper wastebaskets. A **metal** **container** should be provided for their disposal.
23. **Dispose** of litmus paper, wooden splints, toothpicks, etc. in the same manner as matches.
24. Use a **burner** with **extreme** **caution**. Keep head and clothing away from the flame and turn off when not in use.
25. Do **not** bring any **substance** into **contact** with a **flame** unless specifically instructed to do so.
26. When heating material in a test tube, **do not look down the tube** while heating it, or point it in the direction of any student during the process.
27. Place **books**, **purses**, & such in the **designated storage area**. Take only laboratory manuals and notebooks into the work area.
28. Student **apparel** should be **appropriate** for lab work. Long-hanging necklaces, bulky jewelry, & excessive & bulky clothing should not be worn.
29. **Students** are **not** permitted in the laboratory **storage rooms** or teacher workrooms without teacher approval.
30. Throw all **solid waste** in the **designated** wastebaskets, jars, or other **receptacles**. Do not discard any solids in the laboratory sinks, especially glass items, such as tubing or cover glasses.
31. The **teacher** must **approve** any science project or individually planned **experiments**.
32. To **cut** small-diameter glass **tubing**, use a file or tubing cutter to make a deep **scratch**. Wrap the tubing in a paper **towel** before breaking the glass away from you with your thumbs. Fire-polish all ends.
33. When **bending** **glass**, allow time for the glass to **cool** before further handling. Hot and cold glass has the same visual appearance. Determine if an object is hot by bringing the **back** **of** your **hand** up close.
34. For some stoppers, one may need to expand the hole by using a number **three cork borer**. Grease stopper hole and glass tubing with water or glycerin to ease insertion, using towels for hand protection. Carefully twist (never push) glass tubing into stopper holes.
35. Remove all **broken** **glass** from the work area or floor as soon as possible. **Never** handle broken glass with **bare** **hands**; use brush, broom, and dustpan. Report broken thermometers to the instructor immediately.
36. When removing an **electrical** **plug** from its socket, pull the plug, not the electrical cord.
37. Treat all **animals**, particularly your science teachers, with respect and consideration for their **humane** care.
38. Always approach laboratory experiences in a **serious** and **courteous** **manner**.
39. Hazardous or toxic liquids should be **disposed** of **properly**. Follow the directions of your instructor.
40. **Spilled bases** can be **neutralized** and made safe by adding a dilute acid such as **vinegar** (acetic acid).
41. **![C:\Users\dpower\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\89RJ0RNL\MC900340264[1].wmf]()Spilled acids** can be **neutralized** and made safe by adding a dilute base such as **baking soda** (sodium bicarbonate).

*\*Safety Regulations/chemistry/general*