

# Science Department Safety Guidelines



## Greater Essex County District School Board

The following rules have been established to protect students and teachers while working in the science laboratory. They are simply common sense, but most accidents occur because of a lack of common sense. It is your responsibility to read and understand the rules below, and practice safety both in the laboratory and elsewhere in your personal life.

- never operate or use equipment without the permission and instructions from the teacher
- never be in the lab without permission
- listen carefully and follow teacher instructions, read the safety precautions in the textbook carefully
- ask the teacher questions if you do not understand any part of the procedure -use amounts of chemicals, types of materials and equipment supplied
- dress appropriately (wear shoes, no jackets or loose outerwear, roll up loose sleeves, tie back long hair)
- never cool hot glassware or equipment under cold running water -never carry dangerous chemicals or materials around the lab
- always add Acid to Water, never the reverse (remember alphabetically A > W)
- never smell a gas or vapour directly from a container; instead, waft the gas towards your nose
- learn how to light a Bunsen burner correctly; keep your head and long hair back -never leave a lit burner unattended
- let all hot equipment cool before disassembling (allow sufficient time) -never heat cracked or chipped glassware
- never throw broken glassware in the garbage can (a special disposal can is available) -never push thermometers or glass tubing through a holed stopper without assistance -report breakage and sharp edges to the teacher for proper handling
- never taste or touch substances unless specifically instructed to do so
- heat test tubes slowly by moving the tube constantly from top to bottom
- always slant the test tube keeping it pointed away from yourself and others -never place the bulb of a thermometer in a flame -never handle mercury with our hands
- always report accidents to the teacher, no matter how small or insignificant you think they may be
- get help immediately, do not wait; permanent damage can usually be avoided with prompt action
- know where all safety equipment in the lab is located (fire extinguishers, fire blankets, eye wash stations )
- know how to use safety equipment in the lab
- always wear goggles and/or lab aprons when instructed
- never bring food or drink in the science laboratory
- always wash your hands before leaving the lab after handling chemicals, biological specimens, etc.
- always stand when doing experiments; keep aiseways clear of obstacles and your work area clean
- label chemicals to be left overnight with proper labels -never borrow equipment from other students or desks
- always leave your work area clean and dry before leaving the lab; return equipment used to its proper place
- never go into teacher preparation areas or stockrooms without permission -never look directly into a laser beam or any reflections from shiny surfaces



## **SCIENCE DEPARTMENT SAFETY GUIDELINES**

### **GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD**

Please realize that safety awareness is an important part of any science program operated by the Greater Essex County School Board of Education. Every effort will be made to ensure the safety of all students and staff and to make the science laboratory a safe environment for learning.

By completing the form below, this acknowledges that the student and parent/legal guardian have read the rules and that the student is willing to practice safety in the laboratory.

In the event of an accident, certain basic information is necessary for proper medical attention. The school will attempt to call the parent/legal guardian to explain the situation and request directions concerning medical assistance.

Failure to sign and return this form will result in the student being removed from a laboratory situation. Failure to comply with rules of safety will likewise result in removal and may in some cases eliminate the chance for a credit in the course.

Student's Name: (please print) \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Parent's/Legal Guardian's Name: (please print) \_\_\_\_\_

Parent's/Legal Guardian's Signature: \_\_\_\_\_

Phone Number: Home \_\_\_\_\_ Business \_\_\_\_\_

Doctor's Name: (please print) \_\_\_\_\_

Doctor's Phone Number: \_\_\_\_\_

Student's Health Card Number: \_\_\_\_\_

In case of an emergency and you can't be reached, please contact:

Name: (please print) \_\_\_\_\_ Phone: \_\_\_\_\_

Health problems we should be aware of: (in confidence) \_\_\_\_\_

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