

# Student Laboratory and Safety Guidelines

## Regarding Emergencies

- Inform the teacher immediately of *any* mishap—fire, injury, glassware breakage, chemical spills, and so forth.
- Follow your teacher's instructions and your school's procedures in dealing with emergencies.

## Regarding Your Person

- Do NOT wear clothing that is loose enough to catch on anything and avoid sandals or open-toed shoes.
- Wear protective safety gloves, goggles, and aprons as instructed.
- Always wear safety goggles (not glasses) when using hazardous chemicals.
- Wear goggles throughout entire activity, cleanup, and handwashing.
- Keep your hands away from your face while working in the laboratory.
- Remove synthetic fingernails before working in the lab (these are highly flammable).
- Do NOT use hair spray, mousse, or other flammable hair products just before or during laboratory work where an open flame is used (they can ignite easily).
- Tie back long hair and loose clothing to keep them away from flames and equipment.
- Remove loose jewelry—chains or bracelets—while doing lab work.
- NEVER eat or drink while in the lab or store food in lab equipment or the lab refrigerator.
- Do NOT inhale vapors or taste, touch, or smell any chemical or substance unless instructed to do so by your teacher.

## Regarding Your Work

- Read all instructions before you begin a laboratory or field activity. Ask questions if you do not understand any part of the activity.
- Work **ONLY** on activities assigned by your teacher.
- Do NOT substitute other chemicals/substances for those listed in your activity.
- Do NOT begin any activity until directed to do so by your teacher.
- Do NOT handle any equipment without specific permission.
- Remain in your own work area unless given permission by your teacher to leave it.
- Do NOT point heated containers—test tubes, flasks, and so forth—at yourself or anyone else.
- Do NOT take any materials or chemicals out of the classroom.
- Stay out of storage areas unless you are instructed to be there and are supervised by your teacher.
- NEVER work alone in the laboratory.
- When using dissection equipment, always cut away from yourself and others. Cut downward, never stabbing at the object.
- Handle living organisms or preserved specimens only when authorized by your teacher.
- Always wear heavy gloves when handling animals. If you are bitten or stung, notify your teacher immediately.

## Regarding Cleanup

- Keep work and lab areas clean, limiting the amount of easily ignitable materials.
- Turn off all burners and other equipment before leaving the lab.
- Carefully dispose of waste materials as instructed by your teacher.
- Wash your hands thoroughly with soap and warm water after each activity.