

Safety in the Laboratory

The following laboratory rules will be rigidly and impartially enforced. Willful noncompliance will result in dismissal or suspension from the laboratory.

1. Follow all instructions, especially any safety instructions on a procedure, carefully and exactly.
2. Eye protection is required at all times whenever a laboratory exercise is being performed and where chemicals are stored or handled.
3. Horseplay, pranks or other acts of mischief are especially dangerous and are absolutely prohibited. Do not run around the room while people are working. Avoid any sudden movements that may cause something to spill. Do not sit on any tables while you have materials on them or at any other time.
4. Unauthorized experiments are prohibited.
5. Smoking, eating and drinking are prohibited in the laboratory.
6. Confine long hair and loose clothing when performing a laboratory exercise.
7. Be thoroughly acquainted with the location and use of safety facilities, such as fire extinguishers, eye wash fountains, exits and fire blankets.
8. Keep your hands and face clean. WASH thoroughly with soap and warm water whenever a chemical contacts your skin. Always wash your face, hands and arms before leaving the laboratory.
9. Most chemicals are harmful to some degree. Avoid direct contact with any chemical if possible.
10. Never taste or smell a chemical unless specifically directed to do so.
11. Keep your work space uncluttered. Only authorized materials, instructions, notebook and pen or pencil should be present. Keep your work space clear of chemicals and scraps of paper. Keep equipment, such as glass cylinders, where they will not easily be knocked over.
12. Set up clean, dry approved apparatus, firmly clamped and back from the edge of the table.
13. Use only equipment which is free of flaws such as cracks, chips, frayed wire and obvious defects. Examine glassware carefully and return defective pieces to the instructor.
14. In case of a chemical spill, immediately alert your neighbors and the instructor.
15. In case of a large chemical spill all jewelry and contaminated clothing must be removed immediately and the skin washed with soap and water. Clothes must be laundered before reuse. If a delayed reaction is noted, report immediately for medical attention and explain carefully what chemicals were involved.
16. If chemicals are spilled over a large area of the body, quickly remove all contaminated clothing while using a (safety) shower. **SECONDS COUNT, NO TIME SHOULD BE WASTED BECAUSE OF MODESTY.** Immediately flood the affected area of the body in cold water for at least 15 minutes.
17. In case of fire, remain CALM and call the instructor.
18. A small fire contained in a small vessel can usually be suffocated by covering the vessel with an inverted beaker or watch glass. **DO NOT** use dry towels or cloths. Remove nearby flammable materials to avoid possible spread of the fire.
19. Practice good housekeeping. Keep all materials clean and in a safe place.

20. When pouring chemicals or solutions, remember:
- a.) read label carefully.
 - b.) hold bottle away from face.
 - c.) pour from the side opposite the label.
 - d.) use a funnel for pouring into small vessels.
 - e.) always remove drips from the bottle and the table.
 - f.) hold large bottles with both hands.

21. Always turn off the gas or alcohol burners when not in use. Keep all flammable objects away from the burners at all time.

22. Rules for using flammable liquids:
- a.) keep all sources of ignition away.
 - b.) avoid inhaling vapors.
 - c.) follow disposal instructions carefully.
 - d.) always close containers when finished.

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I have read the above Chemistry Laboratory Rules and am familiar with them. I agree to obey them at all times when in the chemistry laboratory/ classroom.

student

date

I have read the above Chemistry Laboratory Rules and am aware that my student has the responsibility to obey these rules at all times when in the laboratory/ classroom.

guardian/parent

date