Safety and Laboratory Rules

- 1. Read the procedure thoroughly before entering the laboratory. Focus on the lab work and be familiar with the materials, equipment needed, and procedure.
- 2. Students shall not work in the science classroom without the presence of a teacher. Perform only those experiments authorized by your teacher. Carefully follow all instructions, both written and oral.
- 3. Safety goggles and aprons (when provided) must be worn at all times when in the lab. Eyeglasses alone do not offer enough protection from projectiles or splashed chemicals. If you wear glasses, goggles must be worn over them. Avoid wearing contact lenses during experiments. If you must wear contact lenses, your goggles must seal well to your face.



- 4. Know the locations of all safety equipment including: first aid kit(s), eye wash station, chemical spill kit and fire extinguisher. Know where the fire alarm and exits are located.
- 5. Know and follow the Workplace Hazardous Materials Information System regulations.



- 6. Long hair must be tied back, dangling jewellery must be removed and baggy clothing must be secured. Close-toed shoes and long pants must be worn. Personal electronics (iPods, cell phone, etc.) are prohibited in the lab.
- 7. Eating, drinking, chewing gum and application of cosmetics (lip balm, gloss, etc.) are prohibited in the lab.

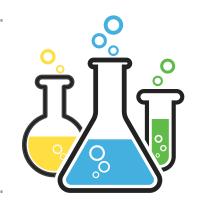


8. Walk with care and keep your work area free of clutter. Keep backpacks and other belongings in a designated place.

9. Examine all glassware for cleanliness, chips and cracks before use. Report damaged glassware to your teacher. Never handle broken glass. Dispose of broken glass in the broken glass container provided by using a dustpan and hand broom.



- 10. Do not taste, or touch any reagents. If directed by your teacher to smell chemicals or gases, use a wafting motion to direct the odour toward your nose.
- 11. Handle chemicals carefully. Check the label of all bottles before using the contents. Take only as much as you need. Do not return unused chemicals to reagent bottles. Use waste containers provided. All reagent bottles and waste containers must be capped when not in use.
- 12. Any experiment involving the production of harmful fumes and gases must be performed in a fume hood as instructed by the teacher.



- 13. When heating a substance in a test tube, do not point the mouth of the test tube at another person or yourself.
- **14.** Report any accident (spill, breakage, etc.) or injury (cut, burn, etc.) to the teacher immediately, no matter how trivial it seems.
- **15.** Never leave burners, flames or hot equipment unattended. Turn them off whenever you leave your workstation and leave them to cool before returning them to storage.
- 16. While using electrical equipment, be careful about the wiring, and cords. If an electrical cord is damaged, report this to your teacher. Be sure your hands are dry and the electrical equipment is turned off before plugging it into the outlet. Turn off all equipment when you are finished using it.



- 17. Never remove any equipment or chemicals from the laboratory without the permission of your teacher.
- 18. Ensure all equipment is cleaned and returned to its proper place upon completing your lab. Any waste materials are to be disposed of as instructed. Clean your lab bench. Wash hands thoroughly with soap and water before leaving lab.

