

# Haddam-Killingworth Middle School

## SAFETY REGULATIONS FOR Middle School STUDENTS AND STUDENT ACKNOWLEDGEMENT FORM

While working in the science or technology education laboratory, you will have important responsibilities that do not apply to other classrooms. You will be working with materials and equipment which, if handled carelessly or improperly, may potentially cause injury or discomfort to someone else as well as you. A science and/or technology laboratory can be a safe place in which to work if you, the student, are prepared, alert, and careful.

The following practices must be followed:

<ol style="list-style-type: none"> <li>1. Read and understand all instructions and safety procedures before coming to class. Follow all oral and written directions given by the teacher.</li> <li>2. Do not enter the laboratory classroom without adult supervision. All experiments are conducted with a teacher in the laboratory.</li> <li>3. Do not go into the laboratory storage and prep room areas.</li> <li>4. Know the proper fire-drill procedures.</li> <li>5. Know the location of the emergency shower (if applicable), emergency eyewash station, fire blanket (if applicable), fire extinguisher, fire alarm box, emergency shut off devices (if applicable) and emergency exits.</li> <li>6. Use a fire blanket (stop, drop, and roll) to extinguish any flame on a person.</li> <li>7. Operate electrical equipment only in a dry area with dry hands.</li> <li>8. When removing an electrical plug from its socket, pull the plug, not the electrical cord.</li> <li>9. Boys and girls with long hair must tie it back before a laboratory activity.</li> <li>10. Wear shoes that cover the toes during laboratory activities as directed by the teacher.</li> <li>11. No baggy clothing or dangling jewelry is allowed during laboratory activities as directed by the teacher.</li> <li>12. <b>Wear appropriate eye protection</b> during laboratory activities as directed by the teacher. It is recommended that students with contact lenses should wear regular glasses inside splash-proof goggles.</li> <li>13. Eating or drinking in the laboratory or from laboratory equipment is not allowed unless you are specifically instructed to do so. This includes food, drinks, candy and gum.</li> <li>14. Keep hands away from face, eyes, and clothes while in the laboratory.</li> </ol>	<ol style="list-style-type: none"> <li>15. Wear a lab apron when working with chemicals or heating substances.</li> <li>16. Wear gloves when instructed by the teacher. Wash thoroughly at the conclusion of the laboratory period.</li> <li>17. Keep work areas clean. Floors and aisles should be kept clear of equipment, materials and excess books and papers. Observe good housekeeping practices.</li> <li>18. Always approach laboratory experiences in a serious and responsible manner. Horseplay, pranks, or other disruptive/unsafe behaviors are not tolerated.</li> <li>19. Do not perform unauthorized experiments. Any project or individually planned experiment must be approved by the teacher.</li> <li>20. Read labels and equipment instructions carefully.</li> <li>21. Use only materials and equipment authorized by the teacher.</li> <li>22. Some chemicals used in the lab may be hazardous. Know where the Material Safety Data Sheet (MSDS) is and what it indicates for each of the hazardous chemicals in use.</li> <li>23. Never leave an experiment unattended.</li> <li>24. Follow the steps in the procedure in correct order.</li> <li>25. Report any accident or injuries to the teacher immediately, no matter how minor, including, but not limited to, spilled chemicals, compromised experiments, cuts, burns, or scratches.</li> <li>26. Inform the teacher immediately about equipment not working properly. Never use chipped or broken glassware. Never handle broken glass.</li> <li>27. Be careful not to spill any material in the laboratory, including water. If a spill occurs notify the teacher immediately and follow the teacher's cleanup procedure.</li> <li>28. Use a hot plate/pot with extreme caution. Keep your head and clothing away from the hot plate/pot and turn it off when not in use.</li> </ol>
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<p>29. When heating material in a test tube, do not look into the tube. Point the test tube away from you and others.</p> <p>30. To treat a burn from a chemical, wash the affected area immediately with plenty of running water. If the eye is involved, irrigate at the eyewash station without interruption for 15 minutes. Report the incident to your teacher immediately.</p> <p>31. Be aware that hot and cold glass has the same visual appearance. Determine whether an object is hot by bringing the back of your hand close to the object.</p> <p>32. Use extreme care when handling scalpels, razor blades or other sharp, pointed objects such as scissors, pins or dissecting probes. Never cut material toward you.</p> <p>33. Test for odor of chemicals only by waving your hand gently above the container and direct the fumes toward your nose, sniffing cautiously from a distance. Do not inhale the fumes directly from the container.</p> <p>34. Use a mechanical pipette filler (never mouth suction) when measuring or transferring small quantities of liquid.</p>	<p>35. Always clean the laboratory area, all laboratory equipment and wash your hands thoroughly with soap and water before leaving the laboratory.</p> <p>36. Never pour chemicals back into stock containers. Never exchange stoppers of bottles, or place stoppers on laboratory benches.</p> <p>37. Dispose of laboratory waste as instructed by the teacher. Do not put solids in the sink and check with the instructor before pouring any liquid down the drain.</p> <p>38. Use separate, designated containers (not the wastebasket) for the following:</p> <ol style="list-style-type: none"> <li>a. Matches, litmus paper, wooden splints, toothpicks,</li> <li>b. Broken and waste glass</li> <li>c. Rags, paper towels, or other absorbent materials used in the cleanup of flammable solids or liquids</li> <li>d. Hazardous/toxic liquids and solids</li> </ol>
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***Note: Persistent or willful violation of the regulations will result in the loss of laboratory privileges and referral to the administration.***

***Please see the “Student and Parent Safety Acknowledgment” on the following page.***

## HKMS Student and Parent Safety Acknowledgement

Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Student's name: \_\_\_\_\_

The student has received specific instruction regarding the use, function, and location of the following if applicable to their class:

Aprons, gloves

Eye-protective devices (goggles, safety glasses)

Emergency eyewash station and emergency shower

Fire extinguisher

Fire blanket

Material safety data sheets (MSDS)

Waste-disposal containers for glass, chemicals, paper

The student will abide by the "Safety Regulations for Middle School Students" to prevent accidents and injury to him/herself and others and will:

- Follow all additional instructions given by the teacher.
- Conduct him/herself in a responsible manner at all times in the laboratory.

List below any special allergies or sensitivities (e.g., to plants, animals, pollen, foods, chemicals, bee stings) that may affect the student's safety in the laboratory:

\_\_\_\_\_

Check this box if the student wears contact lenses:

### Student's Statement

I have in my possession and have read the "Safety Regulations for Middle School Students" and agree to abide by them at all times while in the laboratory. I have received specific safety instruction as indicated above.

\_\_\_\_\_  
Signature of student

\_\_\_\_\_  
Date

### Parent's or Guardian's Statement

I have read the "Safety Regulations for Middle School Students" and give my consent for the student who has signed the preceding statement to engage in laboratory activities using a variety of science equipment and materials, including those described. I pledge my cooperation in urging that she or he observe the safety regulations prescribed.

\_\_\_\_\_  
Signature of parent or guardian

\_\_\_\_\_  
Date

*Parents may contact the teacher if they have any questions.*



## HKMS Student and Parent Safety Acknowledgement

Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Student's name: \_\_\_\_\_

The student has received specific instruction regarding the use, function, and location of the following if applicable to their class:

Aprons, gloves

Eye-protective devices (goggles, safety glasses)

Emergency eyewash station and emergency shower

Fire extinguisher

Fire blanket

Material safety data sheets (MSDS)

Waste-disposal containers for glass, chemicals, paper

The student will abide by the "Safety Regulations for Middle School Students" to prevent accidents and injury to him/herself and others and will:

- Follow all additional instructions given by the teacher.
- Conduct him/herself in a responsible manner at all times in the laboratory.

List below any special allergies or sensitivities (e.g., to plants, animals, pollen, foods, chemicals, bee stings) that may affect the student's safety in the laboratory:

\_\_\_\_\_

Check this box if the student wears contact lenses:

### Student's Statement

I have in my possession and have read the "Safety Regulations for Middle School Students" and agree to abide by them at all times while in the laboratory. I have received specific safety instruction as indicated above.

\_\_\_\_\_  
Signature of student

\_\_\_\_\_  
Date

### Parent's or Guardian's Statement

I have read the "Safety Regulations for Middle School Students" and give my consent for the student who has signed the preceding statement to engage in laboratory activities using a variety of science equipment and materials, including those described. I pledge my cooperation in urging that she or he observe the safety regulations prescribed.

\_\_\_\_\_  
Signature of parent or guardian

\_\_\_\_\_  
Date

*Parents may contact the teacher if they have any questions.*