

SAFETY RULES

1. Never taste chemicals or drink from a beaker or from the taps in the laboratory.
2. Beware of what appears as drops of liquid on the laboratory benches. They may be corrosive liquids. Wipe up corrosive liquids with paper towels.
3. Treat a test tube when you are heating it like a loaded gun. Never point it in anyone's direction. Hold it at an angle and heat it from the top down. Never have it more than half full while you are heating it. Keep the test tube moving in the flame.
4. Never heat a stoppered test tube. Always use a test tube holder or a burette clamp when heating a test tube.
5. When removing an electrical cord from its socket, pull the plug and not the cord. Report any frayed cords to the teacher.
6. Report any sharp edges on any glass ware. Do not use any glass tubing that has jagged edges or has not been flame treated. Do not use any glassware that is cracked or chipped. Broken glassware should be placed in the special container marked "**BROKEN GLASS ONLY**".
7. Keep equipment away from the edge of the bench. When leaving equipment, push it towards the wall or away from the edge of the bench.
8. Students are not allowed in any Science Laboratory without appropriate footwear.
9. Be aware of the location and operation of the fire extinguisher, eye wash, fire blanket and fume chamber. Use these ONLY when the teacher is not able to get to an emergency in the laboratory quickly.
10. Wear goggles and lab coats when necessary during certain experiments. Continue to wear goggles and lab coats during clean up.
11. If you spill any acid on your skin or clothing, wash it off immediately with plenty of water then tell your teacher.

LABORATORY TECHNIQUE

1. **NEVER PERFORM UNAUTHORIZED EXPERIMENTS. NO LABORATORY WORK MAY BE CARRIED ON WITHOUT TEACHER'S PERMISSION.**
2. Avoid carrying hot equipment or dangerous chemicals through a group of students. Avoid crowding at your work station.
3. The most common injury to students is a burn caused by touching objects that have just been heated. Determine whether an object is hot by bringing the back of your hand up close to it.
4. Follow the proper procedure when lighting and using a bunsen burner. Keep your head back from the burner during the process, especially if your hair is long. Be careful with loose clothing, bead necklaces and similar jewellery.
5. Never leave a bunsen flame unattended.
6. Hold hot glassware with tongs. Place hot glassware on a ceramic square or on the base of a support stand. **DO NOT PLACE HOT OBJECTS DIRECTLY ON THE TABLE SURFACES.**
7. Be especially careful not to leave broken glass on benches or in sinks.
8. Never return unused solutions to stock containers or reagent bottles.
9. Mop up any spills immediately. Wash out your own beakers and test tubes after an experiment. Return equipment to its proper place or as instructed by your teacher.
10. Generally, soluble chemicals may be disposed of after an experiment by pouring them down the sink with copious amounts of water. Put solids (litmus paper, pieces of zinc) in the waste paper basket. Follow the teacher's instruction for getting rid of chemicals.
11. Always waft odours towards your nose with your hand. Never breathe them directly from the bottle, beaker, or test tube.
12. Loose nylon and other synthetic clothing is an extremely dangerous fire hazard and should not be worn in the laboratory.

CONDUCT:

1. Behave quietly in the laboratory classes. Never rush. Always be prepared to stop quickly. No horse play will be tolerated.
2. Report all injuries to the teacher immediately **REGARDLESS OF HOW MINOR** they are.
3. Don't sit on the work benches.
4. Never enter the storeroom unless your teacher has given you permission.

ACCIDENT PROCEDURES

1. **ALERT THE TEACHER** and, turn off all equipment in the area of the accident. The confusion at an accident site is just the right condition to cause more accidents.
2. Be sure to have even minor injuries looked at by your teacher. Infection can develop quickly in a dirty cut or burn. What may seem to be a sprain or bruise can be a broken bone.
3. If another student is involved in a serious accident, be prepared to do exactly as your teacher tells you to do. Do not crowd around the accident site.
4. If another student is suffering from electric shock, **DO NOT TOUCH** the student. The victim must be disconnected from the power supply by a rescuer who is insulated from the electric current, or the current must be shut off before the victim can be safely touched.

SPECIFIC SAFETY TECHNIQUES AND PROCEDURES

FIRE

1. When a large fire occurs, evacuate the room, the last student to leave makes sure nobody is left behind and closes the doors.
2. If clothing catches fire **DO NOT** run around (you'll spread the fire). Lie down and roll to help smother the flames. The teacher will smother the flames by wrapping you in a safety blanket or douse the flames using the shower.
3. Never use an open flame near a flammable liquid.

SAFETY PRACTICES

1. If you wear contact lenses, notify the teacher. **DO NOT WEAR CONTACT LENSES DURING LAB SESSIONS.**
2. Long hair should be tied back.
3. Do not use cracked or chipped lab glassware.
4. **Read all directions in your lab manual before starting experiment.**
5. Safety considerations in the lab demand responsible behaviour at all times.
6. Chemicals are to be used in the lab only.
7. Bottles should never be held by the neck.
8. Rinse off any chemical spills immediately with large amounts of water.
9. In case of a large chemical spill on your skin or clothing use the safety shower.
10. **Never eat, drink or chew gum in the laboratory.**
11. Always clean off bench and sink after completion of an experiment.
12. At the end of a lab session wash your hands thoroughly with warm water and soap.