



Science Department Lab Safety Expectations

An important part of any science course consists of exploration and analysis in the lab. It is the expectation of Waukegan High School that students both understand and use safe practices in the laboratory. We expect all students to work safely in our laboratories. It is your responsibility as a student in this course to understand and follow all rules listed below.

1. To protect your eyesight, always wear approved goggles whenever you are working with chemicals, open flame or heated materials. Your instructor will indicate any additional situations that will require you to wear eye protection.
2. Any article of clothing or jewelry that can hang down and touch open flames or chemicals must be removed or secured before beginning lab work. Long hair must be tied back to keep it away from flames, chemicals, and lab equipment. Open shoes or sandals are not appropriate for a laboratory environment.
3. Never perform unauthorized experiments or use any equipment or instruments without proper instruction and permission. Follow all instructions given by your instructor including special instructions for individual experiments.
4. Do not enter the supply rooms. Do not remove any equipment from the lab without the permission of the instructor.
5. Food and drink are not permitted in laboratories or during lab activities in science classrooms.
6. Be alert and on task at all times in the lab. Horseplay and reckless conduct have no place in a laboratory. Do not leave your assigned lab station and wander about the lab causing distraction or interfering with other students.
7. Report all accidents and injuries to your teacher immediately, no matter how harmless or trivial the injury may appear. If you are cut by broken glass or a sharp implement notify your instructor immediately.
8. If a liquid splashes into your eye notify your instructor immediately. Immediately proceed to the eyewash station and rinse your eyes for at least three minutes. Any contact lenses must be removed and thrown away... they may not be replaced into the eye.
9. If a chemical splashes onto your skin/clothes notify your instructor immediately. Proceed to the sink or to the safety shower (chemistry lab only) as appropriate for the situation.
10. If your clothing catches on fire notify your instructor immediately. Stop, Drop and Roll! Running can feed the fire with more oxygen, and increase the intensity and size of the flames. Each lab is equipped with a fire blanket that can be used to extinguish such fires.
11. Each lab is equipped with a Fire Blanket, Fire extinguisher, and Eyewash Station. You will be shown the location and proper use of each of these items by your teacher.

12. Each lab is equipped with a Call Button and Phone that will put you in contact with the main office if needed. Inform the office of the room you are in and the nature of the emergency. Assistance will be sent to you as quickly as possible.
13. When using sharp tools, always cut away from yourself and others.
14. Always point items being heated (such as a test tube) away from yourself and others. Chemicals can boil up and splash out of openings. Never look directly into the opening of a container that is being heated.
15. Never heat a closed container. Expanding gases produced may blow the container apart.
16. Hold the back of your hand near (but not touching) a container that you have heated to check and see whether it is hot. If you feel heat, the container is too hot to handle. Hot glass looks the same as cold glass.
17. Avoid touching your eyes, nose and mouth when handling chemicals.
18. Never touch, taste or smell any chemical directly that you do not know for a fact is harmless. Your teacher will instruct you in the proper technique to waft an odor to your nose.
19. Use only the chemicals needed in a particular activity. Keep the lids of all containers on while the chemical is not being used. Notify your teacher if any chemical is spilled.
20. Dispose of all chemicals as instructed by your teacher.
21. Never use chipped, cracked, or broken glassware. Inform your teacher immediately if any of your glassware is damaged.
22. Never handle broken glass with your bare hands. A brush and dustpan will be used to clean up any broken glass, to be deposited into proper containers.
23. Never put any item besides an electrical plug into an electrical outlet. When removing an electrical cord from an outlet, grasp the plug, not the cord. Your hands should be dry before touching an electrical switch, plug, or outlet.

Consequences: Failure to abide by these safety rules may result in any or all of the following:

- Notification of parents/guardians
- Removal from the lab
- Referral to House Leader