



## St. Ann Catholic School Student Lab Safety Contract For 6th, 7th, and 8th grades and all SPARKS students

### Purpose

*Some classes, like middle school science and SPARKS, are a hands-on laboratory class and could have activities that may have potential hazards. We will use some equipment that may be dangerous if not handled properly. Safety in the classroom is an important part of the scientific process. To ensure a safe classroom, a list of rules has been developed and is called the Lab Safety Contract. These rules must be followed at all times. Additional safety instructions will be given for each activity.*

*No student will be allowed to participate in these activities until this contract has been signed by both the student and a parent or guardian. By completing and submitting this contract, you are agreeing to the content.*

### Safety Rules

1. Conduct yourself in a responsible manner at all times in the classroom. Horseplay, practical jokes, and pranks will not be tolerated.
2. Follow all written and verbal instructions carefully. Ask your teacher questions if you do not understand the instructions.
3. Do not touch any equipment, supplies, or other materials in the classroom without permission from the teacher.
4. Perform only authorized and approved experiments. Do not conduct any experiments when the teacher is out of the room.
5. Never eat, drink, chew gum, or taste anything in the classroom while conducting an activity.
6. Keep hands away from face, eyes, and mouth while using materials or when working with chemicals. Wash your hands with soap and water before leaving the classroom.
7. Wear safety glasses or goggles when instructed. Never remove safety glasses or goggles during an experiment. There will be no exceptions to this rule!
8. Keep your work area and the classroom neat and clean. Bring only your laboratory instructions, worksheets, and writing instruments to the work area.
9. Clean all work areas and equipment at the end of the experiment. Return all equipment clean and in working order to the proper storage area.
10. Follow your teacher's instructions to dispose of any waste materials generated in an experiment.
11. Report any accident (fire, spill, breakage, etc.), injury (cut, burn, etc.), or hazardous condition (broken equipment, etc.) to the teacher immediately.
12. Consider all chemicals used in the classroom to be dangerous. Do not touch or smell any chemicals unless specifically instructed to do so.
13. Always carry a microscope or robot with both hands. Hold the arm with one hand; place the other hand under the base.



## SAINT ANN CATHOLIC SCHOOL

14. Treat all preserved specimens and dissecting supplies with care and respect.
  - a. Do not remove preserved specimens from the classroom.
  - b. Use scalpels, scissors, and other sharp instruments only as instructed.
  - c. Never cut any material towards you—always cut away from your body.
  - d. Report any cut or scratch from sharp instruments to the teacher immediately.
15. Never open storage cabinets or enter the prep/storage room without permission from the teacher.
16. Do not remove chemicals, equipment, or supplies from the classroom without permission from the teacher.
17. Handle all glassware with care. Never pick up hot or broken glassware with your bare hands.
18. Use extreme caution when using matches, a burner, hot plate, or glue gun. Only light burners when instructed and do not put anything into a flame unless specifically instructed to do so. Do not leave a lit burner unattended.
19. Dress properly—long hair must be tied back, no dangling jewelry, and no loose or baggy clothing. Wear aprons when instructed.
20. Learn where the safety equipment is located and how to use it. Know where the exits are located and what to do in case of an emergency or fire drill.
21. DO NOT use any tools such as hot glue guns, hammers, screwdrivers, box cutters, etc. in a manner not intended or without permission and/or supervision of the teacher.
22. Carry tools, products, and supplies carefully. Watch out for classmates. Be aware of your surroundings.
23. Allow ample time for any tool to completely cool down before handling. Hot bits, screws, glue gun tips, and saw blades look the same as cool ones.
24. Set equipment back from the edge of the table.
25. Read any label carefully before removing any of its contents. Make sure you have the right material.
26. Throw all solids and paper to be discarded into the waste container. Never discard/waste usable supplies.

STUDENTS WILL BE REMOVED FROM THE CURRENT PROJECT BY THE TEACHER IF:

- Their personal appearance/attire can cause injury to themselves or others.
- They are behaving in such a manner that they can cause injury to themselves or others.
- They are not following the prescribed safety rules for the classroom/lab/shop or the particular activity being conducted.

**In order to participate in hands-on labs, the student and a parent must sign, date, and return the next page to his/her Science teacher.**



**SAINT ANN  
CATHOLIC SCHOOL**

**Print student name:** \_\_\_\_\_

**Important questions:**

Are you color blind? Yes \_\_\_\_ or No \_\_\_\_\_

Do you have any allergies? Yes \_\_\_\_ or No \_\_\_\_\_ If so, please list:

**SAFETY CONTRACT:**

I, \_\_\_\_\_, a student at St. Ann Catholic School, do hereby agree to follow ALL safety rules and regulations as set forth by my teacher. I realize that compliance with these rules is necessary to assure the safe operation of the classroom/lab/shop and provide a safe environment for not only myself, but for my fellow students and teacher as well. Therefore, I will cooperate fully with the teacher and students to assure all of us the safest classroom/lab/shop possible. I will act responsibly and look for possible safety hazards to immediately point out to my teacher. I have read attached rules and will comply with them to the best of my ability. I understand that violation of these rules may result in the loss of privileges and possible disciplinary measures.

**STUDENT SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PARENT/GUARDIAN:** I, \_\_\_\_\_, Parent or Guardian of \_\_\_\_\_, have read this safety contract. I give my permission for my child to participate in Science/SPARKS activities at St. Ann Catholic School. I have reviewed the expectations and procedures with my child. I understand what is expected of my child.

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Parent/Guardian signature: \_\_\_\_\_

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

**CONSENT TO OPERATE MACHINES/TOOLS**

I hereby consent to allow my student to operate all machines, equipment, and tools necessary to complete his/her projects after receiving the necessary instruction and support/supervision. I understand that while every effort is made to avoid accidents, they can still occur and that neither the Catholic Diocese of Memphis, St. Ann Catholic School, nor its employees can assume any responsibility for payment of hospital, doctor or ambulance fees resulting from any accident. I also understand that I am invited to visit/assist with projects requiring my student to operate machines/tools, and inspect the equipment, machines and tools, and to see them in operation.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_