



SFUSD Student Science Safety Contract High School

Science in San Francisco Unified School District is a hands-on laboratory class. You will be doing many activities that require the use of chemicals and laboratory equipment. While engaging in science class, safety must be the #1 priority for all. This SFUSD Student Science Safety Contract has been developed to ensure a safe science classroom. These rules must be followed at all times. This contract must be reviewed and signed by both you and a parent/guardian prior to participating in the laboratory.

General Science Rules:

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. No student may work in the laboratory without a science teacher present. Students are not permitted in the science storage rooms or preparation areas.
3. Do not touch any equipment, chemicals, or other materials in the laboratory area until you are instructed to do so by your science teacher.
4. Do not eat food, drink beverages or chew gum in the laboratory.
5. Be prepared for your work in the laboratory. This includes reading all procedures thoroughly before doing a lab or activity. Perform only those experiments authorized by your science teacher. Carefully follow all instructions, both written and oral. Unauthorized experiments are prohibited.
6. Follow all written and verbal instructions carefully. If you do not understand a direction of part of a procedure, ask your science teacher for clarification before proceeding.
7. Work areas should be kept clean and tidy at all times. Bring only your laboratory instructions, worksheets, and/or reports to the work area. Please keep aisles clear and push your chair or lab stool in when not in use.
8. Labels and equipment instructions must be read carefully before use. Set up and use equipment as directed in laboratory instructions or by your science teacher.
9. Always work in a well-ventilated area. Use the fume hood as instructed in chemistry or biology class when working with volatile substances.
10. Dispose of all chemical waste properly - Never down the sink! Sinks are to be used only for water. Solid chemicals, metals, matches, filter paper, and all other insoluble materials are to be disposed of in the proper waste containers as directed by your science teacher.
11. Keep hands away from face, eyes, mouth and body while using chemicals.
12. Handle all living and preserved organisms used in a laboratory activity in a humane manner.
13. When using sharp instruments, always carry with tips and points pointing down and away. Always cut in a direction away from your body.
14. If you have a medical condition (allergies, etc.), check with your physician prior to working in lab.
15. Be alert and proceed with caution at all times in the laboratory. Notify your science teacher immediately of any unsafe conditions you observe.
16. Know the locations and operating procedures of all safety equipment including the first aid kit, eyewash station, safety shower, fire extinguisher, and fire blanket. Know where the fire alarm and the exits are located.
17. Know what to do if there is a fire drill during a science lab; containers must be closed, gas valves turned off, fume hoods turned off, and any electrical equipment turned off.
18. Wash your hands with soap and water after performing all experiments. Clean all work surfaces and equipment at the end of each experiment.



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Science Safety Attire:

19. Dress properly during a laboratory activity. Long hair must be tied back and dangling jewelry and loose or baggy clothing must be secured. Shoes must completely cover the foot. Sandals are not allowed in the science laboratory. Lab aprons or coats should be worn when provided.
20. Students will wear appropriate laboratory goggles any time chemicals, heat or glassware is used.
21. Contact lenses should not be worn in the laboratory unless you have permission from your science teacher.

Accidents and Injuries in the Science Laboratory:

22. Report any accident (spill, breakage) or injury (cut, burn) to your science teacher immediately.
23. If a chemical splashes in your eye(s) or on your skin, immediately flush the area with running water from the eyewash station or safety shower for at least 20 minutes. Have someone notify your science teacher immediately.

Chemical Handling in the Science Laboratory:

24. All chemicals in the laboratory are to be considered dangerous. Do not touch, taste, or smell any chemicals unless specifically instructed to do so. Never remove chemicals or other materials from the laboratory area.
25. Check the label on chemical bottles twice before removing any of the contents. Only take as much chemical as you need. Never return unused chemical to their original containers.
26. Hold a container away from your body when transferring reagents between containers.
27. Your science teacher will demonstrate the proper method for handling and diluting acids prior to using them in the lab.
28. Handle flammable hazardous liquids over a pan to contain spills. Never dispense flammable liquids anywhere near an open flame or source of heat.

Handling Glassware and Equipment in the Science Laboratory:

29. Examine all glassware before each use. Never use chipped, cracked or dirty glassware.
30. Never handle broken glass with your bare hands. Immediately inform your science teacher of any broken glass. Use a brush and dustpan to clean up broken glass and place it in the designated glass disposal container.
31. Do not immerse hot glassware in cold water; it may shatter.
32. Use care when inserting and removing glass tubing from rubber stoppers. Always lubricate glassware (thermometers & tubing) before inserting it in a stopper.
33. Grasp the plug, not the electrical cord when removing an electrical plug from its socket. Hands must be completely dry before touching an electrical switch, plug, or outlet.
34. Report any damaged equipment to your teacher immediately.

Heating Substances in the Science Laboratory:

35. Exercise extreme caution when using a gas burner. Ensure that your hair, clothing, and hands are a safe distance from the flame at all times. Do not put any substance into the flame unless specifically instructed to do so by your science teacher.
36. Never leave a lit burner unattended. Never leave anything that is being heated or is visibly reacting unattended. Always turn the burner or hot plate off when not in use.
37. You will be instructed by your science teacher in the proper method of heating liquids in test tubes. Do not point the open end of a test tube being heated at yourself or anyone else.
38. Never look into a container that is being heated.



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Science Student Questions:

39. Do you wear contact lenses?
Yes No

40. Are you color blind?
Yes No

41. Do you have any allergies?
Yes No

If yes, list specific allergies: _____

SFUSD Science Safety Agreement:

I, _____ (student's name) have read and agree to follow all of the safety rules in the SFUSD Student Science Safety Contract. I understand that I must follow these rules to ensure my own safety, as well as the safety of my classmates and science teacher. I will cooperate to the fullest extent with my science teacher and classmates to maintain a safe lab environment. I will also follow oral and written instructions provided by my science teacher. I understand that any violation of this safety contract that results in unsafe conduct in the laboratory may result in being removed from the laboratory.

Student Signature

Date

Dear Parent or Guardian,

We feel that you should be informed regarding the SFUSD Science Department's effort to create and maintain a safe science classroom/laboratory environment for your student.

With the cooperation of science teachers, parents/guardians, and students, a safety instruction program can eliminate and prevent possible hazards.

Please review and sign this SFUSD Student Science Safety Contract with your student. Your signature on this contract indicates that you have read this contract and are aware of the measures being taken to ensure the safety of your child in the science laboratory.

Parent or Guardian Signature

Date