



## ChemClub Laboratory Safety Agreement

The following safety guidelines apply to all laboratory activities. For your personal safety and that of your classmates, make following these guidelines second nature in the laboratory. Your ChemClub faculty advisor will point out any special safety guidelines that apply to each activity.

### Rules of Laboratory Conduct

1. Perform laboratory work only when your ChemClub advisor is present. Unauthorized or unsupervised laboratory experimentation is not allowed.
2. Your concern for safety should begin even before the first activity. Always read and make sure that you understand the details of the laboratory activities before performing them.
3. Know the location of and how to operate all safety equipment in your laboratory. These should include the safety shower, eye wash, first-aid kit, fire extinguisher, fire blanket, exits, and evacuation routes.
4. Wear a laboratory coat or apron and impact/splash-proof goggles for all laboratory work. Wear closed-toe shoes, preferably constructed of leather or similar water-impervious material. Tie back long and loose hair. It is recommended that shorts or short skirts not be worn.
5. Clear your workspace of all unnecessary material such as backpacks, books, and clothing before starting.
6. Check chemical labels twice to make sure you have the correct substance and the correct concentration of a solution. Some chemical formulas and names may differ by only a letter or a number.
7. You may be asked to transfer some laboratory chemicals from a shared bottle or jar to your own container. Do not return any excess material to its original container unless authorized by your ChemClub advisor, as you may contaminate the shared bottle.
8. Avoid unnecessary movement and talk in the laboratory.
9. Never taste laboratory materials. Do not bring gum, food, or drinks into the laboratory. Do not put fingers, pens, or pencils in your mouth while in the laboratory.
10. If you are instructed to smell something, do so by fanning some of the vapor toward your nose. Do not place your nose near the opening of the container. Your ChemClub advisor will show the correct technique.
11. Never look directly down into a test tube; view the contents from the side. Never point the open end of a test tube toward yourself or your neighbor.
12. Any laboratory accident, however small, should be reported immediately to your ChemClub advisor.

13. In case of a chemical spill on your skin or clothing, rinse the affected area with plenty of water. If the eyes are affected, rinsing with water must begin immediately and continue for at least 10 to 15 minutes. Medical assistance must be obtained.
14. Minor skin burns should be placed under cool running water.
15. When discarding or disposing of used materials, carefully follow the instructions specified by your ChemClub advisor. Waste chemicals are not generally permitted in the sewer system.
16. Return equipment, chemicals, aprons, and protective goggles to their designated locations when finished.
17. Before leaving the laboratory, make sure that gas lines and water faucets are shut off.
18. Wash your hands before leaving the laboratory.
19. If you are unclear or confused about the proper safety procedures, ask your ChemClub advisor for clarification. If in doubt, ask!

Students exhibiting misconduct or disregard for safety during a ChemClub laboratory activity may be asked to leave the laboratory.

By signing below, the student and parent or guardian indicate that they have read and agreed to follow these "Rules of Laboratory Conduct." The student is expected to follow these rules as well as any additional printed or verbal safety instructions given by the ChemClub advisor.

This slip is to be returned by \_\_\_\_\_.

If a parent or guardian has any questions, please feel free to contact  
\_\_\_\_\_ at \_\_\_\_\_.



I, \_\_\_\_\_, have read and agreed to follow the "Rules of Laboratory Conduct" and any additional printed or verbal safety instructions given by the ChemClub advisor.

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
DATE