

SAFETY CONTRACT

Shenandoah Valley Governor's School



The purpose of this contract is to make you, the student, aware of *your* responsibility to make the laboratory safe. The laboratory is a place for serious work; boisterous behavior will **not** be tolerated.

YOU MUST:

- Be instructed in the proper use of all equipment prior to use.
- Restrain hair so that it does not obscure vision or hang over the shoulders.
- Wear appropriate footwear while in the lab or studio area.
- Wear the appropriate safety equipment as directed by the Instructor.
- Notify the Instructor before starting any experiment, using any equipment, or beginning an art project.
- Treat all chemicals and art supplies as if they were poisonous.
- Notify the Instructor immediately of any accident.
- Never eat or drink in the laboratory or studio (unless specific permission has been given by the Instructor) or within 6 feet of power equipment.
- Dispose of all materials as directed.
- Know the location and use of all safety equipment
Specifically: eye wash fountain
safety shower
fire extinguisher
on/off switch for power equipment
master breakers for power equipment
light switch
- Keep the work area, supplies, and equipment clean.
- Report any dangerous situation to the Instructor immediately.
- Carefully follow all oral and written instructions of the instructor.
- Wash your hands before leaving the laboratory or studio.

I, _____,

Printed Name of Student

have carefully read the safety rules listed above and on the back of this sheet and agree to follow these instructions *exactly*.

Student Signature

Date: _____

SAFETY AND PROCEDURES

Tips for the Lab and Studio

Science, technology and art are experimental processes and hands-on work is essential to all. You will have the opportunity to make first-hand observations under controlled conditions, to correlate observed facts, to make logical deductions from experimental data and/or create original works and engage in performances. Laboratory and studio experiences are a pleasure and a privilege, not to be abused. All safety procedures MUST be followed at all times.

1. Long hair MUST be tied back over shoulders. This will help keep hair from flames, power equipment and chemicals including paints.
2. Sandals and open-toed shoes may **not** be worn in the laboratory or studio.
3. Long pants should be worn when conducting experiments or working with hazardous materials including some paints, lacquers, and sculpting materials.
4. If chemicals or paints are spilled, notify the Instructor and clean up immediately. If there is any doubt as to how, ask the Instructor BEFORE beginning clean up.
5. If a thermometer is broken, try to contain the mercury, but do NOT touch mercury or get on skin. Notify the Instructor.
6. Never work in the lab or studio alone.
7. Set up equipment and supplies well back from the edge of the benches or tables so it will not be knocked over by passing classmates.
8. Don't borrow equipment and supplies. In the event of breakage, notify the Instructor immediately.
9. Disposal:
 - A. Liquids - down the sink with lots of water UNLESS OTHERWISE DIRECTED.
 - B. Solids - into the appropriate disposal can.
 - C. Paper - into the class wastebasket; this includes match stubs, litmus and filter paper.
 - D. Broken glass - into the can labeled "Broken glass".
10. Never taste a chemical unless specifically directed to do so.
11. Check and recheck electrical circuits before turning on power.
12. Always aim projectile launchers towards designated targets. (This applies ONLY to the lab! Art students shouldn't be launching anything!)
13. Do not point any equipment, especially test tubes and paint containers, at any other person when applying heat or electrical current.
14. An Instructor must be present whenever power equipment is being used.
15. Do not talk to or disturb anyone using power equipment or hazardous substances.
16. Do not leave power equipment running while unattended.
17. Do not move power equipment, especially computers and video equipment, without first securing the permission of an Instructor.
18. Do not change video/audio/computer cables without the permission of an Instructor.

IN CASE OF ACCIDENT:

- 1. Cuts and wounds - NOTIFY INSTRUCTOR**
- 2. Burns and acids - NOTIFY INSTRUCTOR**
 - a. Use sodium bicarbonate on acid burns.**
 - b. Use boric acid on base burns.**
- 3. Chemical splash - NOTIFY INSTRUCTOR**
Flush with lots of water.
- 4. Chemical in eye - NOTIFY INSTRUCTOR**
Use eyewash fountain on still station.
- 5. Electrical shock - NOTIFY INSTRUCTOR**
Turn off power BEFORE touching victim.