

Student Biology

Laboratory Safety Agreement

In order to conduct safe and effective laboratory activities, all students must follow proper laboratory procedures.

Please initial each item and sign where indicated.

General Rules

1. Prepare for the lab by reading the instructions and safety information ahead of time. _____
2. Always stay on task—don't fool around in the lab. No horseplay, pranks, or practical jokes. _____
3. Follow all verbal and written instructions given by the instructor. _____
4. Never work in the lab unsupervised or perform unauthorized or unapproved experiments. _____
5. Do not eat, drink, apply cosmetics, manipulate contact lenses, or chew gum in the lab. _____
6. Keep work areas tidy. Keep aisles and exits clear, and move backpacks, jackets, and other personal items out of the way of lab work. _____

Personal Safety

1. Wear approved eye protection properly **at all times** while you perform lab work. _____
2. Wear any additional safety equipment (aprons, gloves, etc.) as directed by the instructor. _____
3. Wear closed-toe shoes, tie back long hair, avoid loose or baggy clothing, and avoid short skirts or shorts while performing lab work. _____
4. Report all accidents, spills, or injuries to the instructor immediately. _____
5. Know how to use all classroom safety equipment and its location. _____
6. Know the location of the nearest exit. _____
7. Wash hands thoroughly with soap and water after handling any laboratory materials. _____

Laboratory Safety

1. Consider all lab chemicals and specimens to be dangerous. Do not touch, smell, or taste any chemicals or specimens unless specifically instructed to do so. _____
2. Read the label on the bottles carefully before using chemicals. Be sure you're using the correct chemical at the correct concentration before removing it from the bottle. _____
3. Do not remove chemicals, specimens, equipment, or other supplies from the lab. _____
4. Follow proper procedures when operating a burner or heat source. Always turn the device off when not in use. _____
5. Do not handle broken glass with bare hands. Use a brush and dustpan to clean up broken glass and place in a designated glass disposal container. _____
6. Dispose of all waste materials only as directed by the instructor. _____

Dissections

1. Treat all specimens with respect and care. _____
2. Dissecting tools are sharp. Handle all instruments with extreme care. _____
3. Always cut away from your body and away from others. _____

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4. Inform your teacher of any injuries, illness, or other accidents that occur during dissection. _____
5. Avoid contact with preservative chemicals. _____
6. Place specimens in dissecting pans before beginning the dissection and pin down as necessary. Do not make any cuts while holding the specimen. _____
7. Never remove specimens or specimen parts from the classroom. All parts of the specimen must remain in the dissecting pan until the dissection is completed. _____
8. Properly dispose of dissected materials. _____
9. Store specimens as directed by your teacher. _____
10. Clean up the work area once the dissection is complete. Wash and dry dissecting tools, and return all supplies to their proper place. _____
11. Wash your hands thoroughly with soap and warm water once clean-up is finished. _____

Microscope Care and Safety

1. Plug your microscope into an appropriate 120-V outlet. Turn on the microscope's power supply. _____
2. Rotate the 4× objective lens into place, perpendicular to the microscope stage. Always start with the lowest power (shortest) objective lens. _____
3. Carefully and securely place a slide on the stage, beneath the spring-loaded clips or the holder on a mechanical stage, centering the specimen over the hole in the stage. _____
4. Adjust the disc or iris diaphragm, located just under the stage, so that the maximum aperture (the largest opening) is aligned with the opening in the stage. _____
5. While looking through the eyepiece and using the coarse-focus adjustment, **slowly** move the stage/specimen **away** from the objective until the image is clear. _____
6. Rotate the 10× objective into place. While looking through the eyepiece and using the smaller, fine-focus adjustment, clearly focus the enlarged image. _____
7. Rotate the 40× objective into place and repeat the steps taken for the previous increase in magnification. _____
8. The proper procedure for looking through a microscope is to keep both eyes open. This requires some practice but reduces eyestrain during long-term use. _____
9. When finished, turn the power supply off and let the bulb cool. _____
10. Using lens paper, gently clean the lenses. _____
11. Remove the cord from the socket by holding the plug, not pulling on the cord. _____
12. Replace the dust cover and return the microscope to the designated area using both hands. You should have one hand gripping the arm and the other under the base. _____

Do you have allergies or other medical conditions that your instructor should be aware of?

Yes _____ No _____

If yes, please describe.

I have read and fully understand the rules, safety practices, and regulations governing my conduct in the science laboratory. I will abide by these rules to ensure my safety and the safety of all laboratory participants. I will follow all written and verbal instructions given by the instructor and ask questions if I do not understand a direction or procedure. I understand that violation of these rules may result in removal from the laboratory, removal from the science class, a lowered grade, or other consequences as determined by the instructor.

Student _____

Date _____