

To prepare yourself to work safely in the laboratory, read over the following safety rules. Then read them a second time. Make sure you understand and follow each rule.

**DRESS CODE**

1. To protect yourself from injuring your eyes, wear safety goggles whenever you work with chemicals, flames, glassware, or any substance that might get into your eyes.
2. Wear an apron or coat whenever you work with corrosive chemicals or substances that can stain.
3. Tie back long hair to keep it away from any chemicals, flames, or equipment.
4. Remove or tie back any article of clothing or jewelry that can hang down and touch chemicals, flames, or equipment. Roll up or secure long sleeves.
5. Never wear open shoes or sandals.

**GENERAL PRECAUTIONS**

6. Read all directions for an experiment several times before beginning an activity. Carefully follow all written and oral instructions. If you are in doubt about any part of the experiment, ask your teacher for assistance.
7. Never deviate from the written procedure.
8. Never perform activities that are not assigned or authorized by your teacher. Obtain permission before "experimenting" on your own. Never handle any equipment unless you have specific permission.
9. Never perform lab activities without direct supervision.
10. Never eat or drink in the laboratory.
11. Keep work areas clean and tidy at all times. Bring only notebooks and written lab procedures to the work area. All other items, such as purses and backpacks, should be left under your chair or in a designated area.
12. Do not engage in horseplay.

**FIRST AID**

13. Always report all accidents or injuries to your teacher, no matter how minor. Notify your teacher immediately about any fires.
14. Learn what to do in case of specific accidents, such as spilling acid on yourself.
15. Be aware of the location of the first-aid kit but do not use it unless instructed by your teacher.
16. Know the location of the emergency equipment such as the fire extinguisher.
17. Know the location of the nearest telephone and whom to contact in an emergency.

**HEATING SAFETY**

18. Before picking up a container that has been heated, first hold the back of your hand near it. If you can feel heat on the back of your hand, the container is too hot to handle.
19. Never touch a hot plate without permission from your teacher.

**USING CHEMICALS SAFELY**

20. Never mix chemicals "for the fun of it."
21. Never put your face near the mouth of a container that holds chemicals. Never touch, taste, or smell a chemical unless you are instructed to do so by your teacher.
22. Dispose of all chemicals as instructed by your teacher. To avoid contamination, never return chemicals to their original containers.
23. Take extreme care not to spill any material in the laboratory. Wash chemical spills and splashes immediately with plenty of water. Immediately begin rinsing with water any acids that get on your skin or clothing. Notify your teacher of any spills.

**USING GLASSWARE SAFELY**

24. Never force glass tubing into a rubber stopper.
25. Never use broken or chipped glassware.
26. Never eat or drink from glassware.
27. Thoroughly clean glassware before putting it away.

**USING SHARP INSTRUMENTS**

28. Handle scalpels or other sharp instruments with extreme care. Never cut material toward you; cut away from you.
29. Immediately notify your teacher if you cut your skin when working in the laboratory.

**END-OF-EXPERIMENT RULES**

30. After an experiment has been completed, clean up your work area and return all equipment to its proper place.
31. Dispose of waste materials as instructed by your teacher.
32. Wash your hands after every experiment.