



# LAB SAFETY



## GENERAL RULES

1. Never do unauthorized work.
2. Be supervised at all times.
3. No admittance to stock room.
4. No horseplay.
5. Be prepared to work when you come to lab. Read lab beforehand.
6. Notify teacher of any accident—no matter how minor.
7. No food or drink in the lab.
8. Be familiar with lab evacuation procedure.
9. Know the location of emergency equipment such as:
  - a. Fire extinguisher
  - b. Fire blanket
  - c. Eye-wash station
  - d. First-aid kit
  - e. Fume hood and switch

## PERSONAL RULES

1. Notify the teacher of any medical problems/allergies that may interfere with performing labs.
2. Clothing should be appropriate for working in the lab.
  - a. No open-toed shoes
  - b. Tie back long hair.
  - c. Long sleeves should be rolled up.
  - d. Remove jewelry.

## LAB PREPARATION AND PROCEDURE

1. Safety goggles and lab apron must be worn in lab.
2. Follow all instructions, both written and oral.
3. Set up apparatus as described in lab guide.
4. Always use prescribed instruments for handling apparatus.
5. Only lab guides and notebooks are allowed in the work area.
6. Never touch or taste any substance unless instructed to do so.
7. Harmful vapors should be kept under the fume hood.
8. Dispose of waste materials as instructed by your teacher.
9. Clean and wipe dry your work area. Allow time for this—lab is not over until this is done. Wash hands thoroughly.



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## HANDLING CHEMICALS

1. When mixing an acid and water, always add the acid to water.  
Remember: A & W Root Beer
2. If chemicals get on your hands, wash them immediately.
3. Flush chemical spills with water immediately.

## HANDLING GLASSWARE

1. Do not use cracked, chipped, or badly scratched glassware.
2. Never handle broken glass with your hands.
3. Do not place hot glassware directly on the lab table. Use an insulating pad of some sort.
4. Allow plenty of time for hot glass to cool before touching it.
5. Put glassware on table before pouring.
6. Never pipette by mouth.

## HEATING SUBSTANCES

1. Use extreme caution when using a gas burner.
2. Always turn the burner off when not in use.
3. Never look into a container that's being heated.
4. Make sure that the mouth of test tubes is directed away from you and anyone else.
5. Never leave anything that's being heated unattended.
6. Heat flasks and beakers on ring stand.
7. Don't reach over a burner or heated material.
8. Allow materials to cool before handling.

## DISSECTIONS

1. Do not use decayed specimens for any observation or dissection.
2. When using sharp dissecting tools, cut away from yourself.
3. Make sure specimen is pinned down before beginning work.
4. Do not use a lot of force when cutting. You can damage internal structures.
5. Never touch your face/eyes while handling preserved specimens.
6. Always wash your hands thoroughly with soap and water after working with specimens.

## MICROSCOPES

1. Always carry microscopes by holding onto the base and the arm using two hands.
2. Never use the low-power objective to focus on high power.
3. Use lens paper to clean the objective lenses.

