

COLLEGE PARK HIGH SCHOOL CHEMISTRY LABORATORY REGULATIONS

The following regulations have been compiled for the safety of students performing experimental work in chemistry classes. Strict observance of the regulations is mandatory. All students at College Park High School are to follow **these** regulations rather than any conflicting instructions in textbooks or laboratory manuals.

Students and parents are to read these regulations, *sign the form*, and return it to the instructor. This procedure must be completed before a student can begin any laboratory activity. The student should keep the regulations in his or her notebook for future reference.

GENERAL

Remember that an instructor is required to be present during the performance of all laboratory work. The phrase *under direct supervision of the instructor* means in the presence of and under direct observation of the instructor during the entire operation of an experiment.

Follow directions exactly. (Yes, reading IS required in this class.)

Perform all experiments carefully and in such manner as to ensure the safety of all persons.

Perform **ONLY** those experiments specifically designated or approved by the instructor. *Unauthorized experimentation will not be tolerated.*

ALWAYS wear appropriate eye protection, as directed by the instructor, when working in the laboratory. (Contact lenses are *not recommended* during lab activities in which caustic chemicals are used.)

Protect your clothing from chemicals. Laboratory aprons are available for this purpose.

Long hair needs to be fastened so as to not be in danger of passing through the flame on Bunsen burners. Loose draping clothing and long sleeves should be avoided on lab days. *No bare feet at any time!*

Know the location of fire extinguishers, fire blankets, emergency eye wash, and first aid kits.

Report ANY accident to the instructor **at once**.

No "horseplay" of any kind will be tolerated.

HANDLING EQUIPMENT

Be sure all containers, such as test tubes, beakers, and flasks, are clean before using.

Never leave material in containers from a previous experiment as they may cause errors in new experiments, or may cause a violent reaction or explosion.

Use caution and proper equipment when handling hot apparatus or glassware. Hot glass looks the same as cool glass.

Never force glass tubing into or out of stoppers. Use appropriate lubrication, such as glycerin, on stoppers and tubing.

Protect your hand from possible broken glass when inserting glass tubing into a rubber stopper by wearing a heavy-duty glove on the stopper hand or by wrapping a paper towel or cloth near the end of the glass where the stopper or the tubing is to be inserted.

Before heating any apparatus, be sure all the tubing and outlets of the apparatus are open.

Never point the mouth of a test tube toward your face or toward your neighbor while you are heating the tube.

Always slant a test tube when heating it and apply heat along the test tube, not just at the very bottom.

Only use glassware made of borosilicate glass (e.g., labeled as *Pyrex* or *Kimax*) when heating with a burner flame.

Never drink out of laboratory glassware (*duh*).

Do not pass your hand or arm over a lighted burner (another *duh*).

Always turn off burners when not in use.

HANDLING CHEMICALS

Read labels carefully before taking materials from containers.

ALWAYS use small quantities of materials, unless specifically directed by the instructor to use larger amounts.

Never taste or drink anything in the laboratory unless specifically directed by the instructor to do so (major *duh*). Poisonous substances are not always so labeled. If you taste or swallow any chemical accidentally, report the fact, at once, to the instructor.

Never pipette by mouth.

In case of a burn from an acid or alkali, wash the affected area immediately with plenty of running water. Then report to the instructor at once.

Never add water to a concentrated acid (especially sulfuric acid). Instead, add acid slowly to the water and stir constantly.

When noting the odor of any liquid, do not put your face directly over the container. Rather, fan or waft a little of the vapor toward you by sweeping your hand above the top of the container.

Dispose of all waste chemicals as directed by the instructor. Never return unused chemicals to stock containers.

Wipe up immediately any relatively harmless substances spilled on the floor or desktops. Tell the instructor about spills of harmful substances.

Use great care when working with acetone or other volatile liquids. Windows and doors should be opened for greatest possible ventilation. Be sure that caps or lids of containers used for chemicals are securely closed. Keep combustible materials away from open flames.

Never use concentrated acids unless specifically directed to do so by the instructor.

Never handle dangerous, extremely reactive chemicals such as metallic sodium, potassium, or red or white phosphorus. These must be used **ONLY IN DEMONSTRATION BY THE INSTRUCTOR.**

Never place chemicals directly on the pan of a balance. Use a container or weighing paper.

After completing an experiment, clean and put away your equipment. Clean your work area. Make sure the gas and water are turned off. Wash your hands with soap and water before you leave the lab area.

Student's Statement:

THIS IS TO CERTIFY that I have read pages 1 through 3 of the "Chemistry Laboratory Regulations" which are prescribed by College Park High School and hereby agree to abide by them at all times while in the laboratory.

Student Name (Print)

Student Signature

Date

Parent/Guardian's Statement:

I have read pages 1 through 3 of the "Physical Science Laboratory Regulations" and give my consent for to engage in laboratory activities using a variety of science equipment and materials including those described. I hereby pledge my cooperation in urging that my daughter/son observe the safety regulations which are prescribed by College Park High Science Department.

Signature of parent or guardian

Date