

West Chester Area School District
Student Laboratory Code of Conduct
Secondary Science Program

PURPOSE

The science curriculum in the West Chester Area School District includes hands-on, inquiry-based laboratory investigations. Some secondary-level laboratory activities involve the use of chemicals or equipment that may pose a health or safety danger to both students and teachers if not handled properly. To ensure a healthy and safe environment in our science classrooms, this Student Laboratory Code of Conduct has been developed. These rules must be followed at all times.

Your science teacher will distribute a copy of this Code of Conduct at your first science class meeting. Both you and your parent or guardian must sign the Code and return the signed form to your teacher before you participate in laboratory work.

GENERAL GUIDELINES

1. Students must behave in a mature and responsible manner at all times in the laboratory. Horseplay, practical jokes, and pranks are especially prohibited.
2. Students must follow all verbal and written instructions carefully. If a direction or part of a procedure is unclear, students must ask the instructor before proceeding.
3. When in a science room or science laboratory for any reason, students must not touch any equipment, chemicals, or other materials in the room, unless specifically instructed to do so.
4. Students must not eat food or drink beverages in the laboratory. Students should wash hands thoroughly after participating in laboratory.
5. Students must perform only those experiments authorized by the instructor.
6. Students must demonstrate knowledge of the locations and operating procedures for all laboratory safety equipment.

HANDLING CHEMICALS AND EQUIPMENT

7. Students must dispose of all chemical waste as directed.
8. Students must never enter the science storage rooms or preparation areas.
9. Students must wear laboratory goggles **for eye protection** whenever chemicals, heat, or glassware are used by either the teacher or students in laboratory. Students should also avoid wearing loose or flammable clothing to laboratory; long hair should *always* be tied back. Open toed shoes are to be avoided, especially when handling hazardous chemicals.
10. Students must report any accident (spill, breakage, etc.) or injury (cut, burn, etc.) to the instructor immediately, no matter how trivial it may appear.
11. Students must never remove any substances from the laboratory area.
12. Students must examine all equipment before each use, and report any broken or defective equipment to the instructor immediately.

HEATING SUBSTANCES

13. Students must never reach over an exposed flame or hot plate.
14. Students must never leave a flame or hot plate unattended.
15. Students must not point the open end of a test tube toward another person.

West Chester Area School District Student Laboratory Code of Conduct Secondary Science Program

STUDENT AGREEMENT

I, _____ (student's name), have read and understand the Student Laboratory Safety Code of Conduct set forth above. I realize that I must obey these rules to insure my own safety, and that of my fellow students and instructors. I will cooperate to the fullest extent with my instructor and fellow students to maintain a safe lab environment. I will also closely follow any additional oral and written instructions provided by the instructor. I am aware that violations of this safety code will result in disciplinary action as specified in the school's discipline code.

Student Signature _____ Date _____

NOTE TO PARENTS

Dear Parent or Guardian:

We feel that you should be informed regarding our school's effort to create and maintain a safe science classroom/laboratory environment. With safety awareness and the cooperation of the students, science teachers, and parents, all our students will have a positive experience in science laboratory. Please read the Student Science Laboratory Code of Conduct that details the safety concerns and student behaviors expected in laboratory. **No student will be permitted to perform laboratory activities unless both student and at least one parent/guardian sign the Code and return the signed copy to the teacher.**

Your signature below indicates that you have read this Code of Conduct, are aware of the measures taken to insure the safety of your son/daughter in the science laboratory, and will encourage your son/daughter to uphold his/her agreement to follow these rules and procedures in the laboratory.

Parent/Guardian Signature _____ Date _____

Please note – only this page needs to be returned. Please keep the Lab Code of Conduct for your records