

Classroom Safety Plan and Contract

Hello,

My name is Thomas Sheppard. I am a biology teacher at Anderson High School. I am looking forward to getting to know your students this year and helping them to gain a better grasp of biological topics. To do this we will have many different chances to do hands on activities some of which will be in a lab setting. To ensure that your student is able to get as much out of this class as possible I have composed a list of rules for both the classroom and the lab I believe enable us to all learn. Rationale

Classroom Rules:

1. Everyone present in class will treat all other students, teachers, staff and the building with respect.
2. Come to class prepared to learn.
3. Do not eat when lab is being done.

The following rules are geared specifically towards the lab portion of the class. These rules are more elongated and specific for the safety of all individuals involved. I am hoping to have the chance to give students some experience using chemicals and lab equipment and to be able to do this safely these rules must be followed to the t.

Lab Rules:

1. Wear closed toed shoes and pants.
2. Pull all long hair back and secure.
3. Wear goggles whenever the goggles sign is up.
4. Always wear gloves in the lab and remove them before leaving the lab.
5. No running in the lab.
6. Never direct a reaction or cutting utensil at anyone.
7. Wear an apron when the apron sign is up.
8. Report any spills to the teacher immediately, and do not touch them unless instructed to do so.
9. Report any broken glassware to the teacher immediately, and do not touch.
10. Report any cuts or scrapes to the teacher immediately.
11. Read all lab materials before entering the lab.
12. Dispose of any biohazardous materials in the proper way. DO NOT POUR IT DOWN THE SINK!
13. Clean and dry all lab equipment before exiting the lab.
14. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the instructor before proceeding
15. Keep hands away from face, eyes, mouth and body while using chemicals or preserved specimens. Wash your hands with soap and water after performing all experiments. Clean all work surfaces and apparatus at the end of the experiment. Return all equipment clean and in working order to the proper storage area.
16. Dispose of all chemical waste properly.

Contract:

I have read the above instructions and understand them. (By signing below you indicate that you have read all the instructions listed above and understand what they mean. Implicit in your signing you are also agreeing to follow all of these rules with consequences following from breaking of them)

Student:_____ Date:_____

Parent:_____ Date:_____

Teacher:_____ Date:_____

If you have any questions for me about any of the rules or reasoning for them please feel encouraged to reach out.

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