

# Rita's Super Safe Student Guide

*What Students Can Do to Stay Safe in the Laboratory*

## **Know your surroundings**

*Locate your classroom:*

- Fire extinguisher
- Fire alarm
- Eye wash/safety shower
- First aid kit
- Emergency spill kit
- Emergency phone

## **Know what to do if...**

*To prepare for a potential emergency, pay careful attention as your teacher reviews:*

- Evacuation procedures
- Action in the event of a fire
- Chemical spill procedure
- Medical emergencies
- Handling lab hazards
- Who to call for help

## **Keep your body safe**

*While working in the lab, you should:*

- Always wear the personal protective equipment required for your experiment
- Never wear open-toed shoes, shorts, short skirts, or dangling jewelry
- Never wear contact lenses
- Be sure to wear clothing that fully covers your chest, torso, arms, and legs
- Pull back long hair & secure loose clothing
- Wear a full-length, long-sleeved lab coat or chemical apron
- Refrain from wearing synthetic finger nails
- Keep hands away from your body and face (including mouth and eyes)
- Never eat or drink in the lab
- Never bring food or drink into the lab—even if you plan to eat or drink it elsewhere
- Never use laboratory glassware for eating or drinking
- Remove personal protective equipment prior to leaving the lab
- Wash hands after taking your gloves off and prior to leaving the lab
- Never sit on desks or laboratory benches
- Never work in the lab alone or without the supervision of your teacher
- Notify your teacher of any chemical sensitivities you may have

## **Keep the lab and your classmates safe**

*While working in the lab, you should:*

- Always follow the precise directions for your lab experiment

- Store backpacks, bags, coats, and other personal items in a designated area instead of on desks, bench tops or on the floor in the lab
- Keep the floor and exits clear
- Keep your work area neat and clean
- Save practical jokes and physical activity (such as running, pushing, wrestling, dancing, hugging, etc.) for outside the laboratory
- Save cell phones and other electronic devices for outside the laboratory
- Report any accidents or spills to your teacher—no matter how small
- Never leave an experiment that is in progress unattended
- Never try to catch a falling object
- Never point the open end of a test tube at yourself or your classmates
- Always use a pipetting device instead of using your mouth for suction
- Light Bunsen burners with caution and be sure there are NO FLAMMABLE SOLVENTS in the surrounding area
- Never leave a flame unattended
- Keep sink drains clear and unclogged
- Inspect your personal protective equipment and lab materials for damage before starting your experiment
- Never handle bottles that are too heavy or wet
- Never pour left over chemical or waste down the drain
- Properly dispose of chemical waste in designated containers
- Immediately dispose of sharp objects, including broken glass, in designated containers
- Dispose of used paper towels, gloves, filter papers, etc. when you are finished with them

### **Know about chemical handling**

*As you prepare and carry out experiments, be sure to:*

- Wear gloves—you should never allow a chemical to directly touch your skin
- Check the labels of the chemical containers you are using (and if you transfer chemicals in different containers, be sure they are labeled as well)
- Use a spatula or scoopula to transfer solids from a container
- Never use a metal spatula when working with peroxides
- Hold containers away from your body if transferring solutions/chemicals from one to another
- Refrain from touching, tasting or smelling (bringing up to your nose to inhale) chemicals
- Never mix chemicals that are not part of your experiment
- Use the chemical fume hood when toxic chemicals may release vapors, dust, or gas
- Keep your head and body outside the fume hood
- Report spills immediately to your teacher

**Remember safety in the laboratory begins with YOU!**