

# **NORTHWOODS PARK MIDDLE SCHOOL STEM LAB SAFETY AGREEMENT**

The STEM Technology Lab is an interesting place to learn, but due to the “hands on” nature of our activities, responsible behavior is expected. To maintain a safe environment during working sessions, the following guidelines and rules must be followed. Student and a parent must sign this sheet stating that they have read and agree to obey the rules stated. Students must return this document and pass a lab safety assessment before completing activities in the lab. Students who do not demonstrate the ability to follow lab procedures may not be allowed to participate in lab exercises and will be given an alternate assignment.

## **General lab conduct:**

- All school rules apply in the lab
- Ask your teacher for clarification if you are unsure about a specific direction
- Report ANY accident, injury, or physical problems immediately – NO MATTER HOW MINOR
- Food and drinks are not permitted
- Refrain from touching, smelling, or tasting any chemicals (liquid or powder) unless specifically told to do so
- Maintain respect for yourself, for others, for equipment, and the classroom
- Pay close attention to any “Warning”, “Safety”, or “Caution Call-out” boxes in the directions
- Unauthorized experiments or procedures must not be attempted
- No horseplay, running, throwing of objects, or loud talking/shouting
- Do not be sloppy or wasteful with supplies
- Do not roll around in the chairs
- Wear safety protection when instructed to do so
- Never lift heavy objects by yourself
- In the event of an evacuation drill, TURN OFF equipment and the evacuate in an orderly manner
- In the event of an emergency, stop your work immediately and follow teacher directives

## **Preparing and entering the lab:**

- Tuck in loose clothing and roll up sleeves above the elbow
- Long hair must be tied up and secure
- Remove all loose jewelry
- Backpacks must be left in the drop area
- Walk in an orderly fashion to your assigned seat/area

## **Tools and equipment safety:**

- Always be alert and follow all directions discussed regarding use of tools and equipment
- Do not use tools or equipment if you have not been given operation instructions
- Carry all sharp pointed tools down toward the floor with covers on if applicable
- Never leave equipment running unattended
- Use all tools for their intended purpose
- Never distract or interact with peers while using a cutting tool

## **Finalizing and exiting the lab:**

- Wipe up any spills before leaving
- Return any equipment, tools, or unused supplies neatly to their storage area
- Properly store any design brief items to your designated area
- Properly store your portfolios, logbooks and/or kits to your designated area
- Clean up debris and trash in your work area
- Do not remove any supplies or equipment from the lab