



The A, B, C's of Physical Science Lab Procedures

- A. Keep aisles clear-place books in desk under desk.
 - B. No handbag /book bag straps hanging over desk edges.
 - C. Clear lab tables/desks of all non-essential materials before the lab.
 - D. NEVER eat in the lab room.
 - E. Read all directions for the lab several times before starting.
 - F. Discuss the lab procedures and assign tasks within your group before you start the lab.
 - G. Follow the lab procedures exactly as they are written. If you are in doubt about any part of the lab, ask your lab partner(s) first and then the teacher for assistance.
 - H. Only perform activities that are authorized by the teacher.
 - I. Safety glasses are used for all wet labs involving chemicals (acids, alcohols, etc...) and all labs utilizing open flame.
 - J. Lab coats, jackets, aprons are available for use upon request.
 - K. Long hair, jewelry, scarves, etc. must be pulled back or otherwise not allowed to hang freely during wet and open flame labs.
 - L. The teacher will light any candles or alcohol burners. Ask her when your group is ready.
 - M. Only work with open flames under the supervision of the teacher.
 - N. Only heat chemicals that you are instructed to heat.
 - O. Never heat a liquid in a closed container.
 - P. Always point a test tube being heated **AWAY** from you and others.
 - Q. Let all heated containers cool before you pick them up.
 - R. If procedures require transporting a hot container, use heat resistant gloves, tongs, or test tube holders.
 - S. NEVER reach across a flame.
 - T. NEVER mix chemicals as part of an investigation unless you have teacher approval.
 - U. Waft odors. NEVER touch, taste or smell any chemicals.
 - V. NEVER use broken or chipped glassware that the group before you did not discard; notify the teacher so it can be disposed of properly.
 - W. In the event of broken glassware, spills, or injury, NOTIFY THE TEACHER IMMEDIATELY.
 - X. A \$1 donation in the event of a breakage covers the cost of replacing broken glassware.
 - Y. Dispose of all chemicals as instructed by the teacher.
 - Z. When an experiment is completed, always clean up your work area and return all equipment to its proper place.
- ☺ **Be seated and wait for the teacher to release your station. She will know you are ready when you are sitting quietly, and she sees your area clean and materials stored properly for the next class.**