

SCIENCE CLASSROOM SAFETY RULES & CONTACT INFO –

Reagan Copy

Ronald Wilson Reagan College Preparatory High School

Dear Parent / Guardian,

Your child is asking you to fill out the lower portion of this letter to help make the communication between you and me easier. I would like to thank you ahead of time for completing the information below. If, during the school year, you need to contact me for any reason you can do so at the school office (304-6100), my classroom (304-6270) by email knettesr@milwaukee.k12.wi.us

Ms. Knetter
IB MYP & DP Biology Teacher

Student Name _____ Grade: 9 or 11 or 12

Guardian Name(s) _____

Relationship to student _____

E-mail(s) (work and/or home) _____

Phone during the school day _____

Phone during the evening _____

Periodically you will be asked by your child to sign their grade sheet. They get credit for this signature. Your signature indicates to me that you have checked your child's grades and know how they are proceeding in Biology. As a check to make sure that you have seen their binder/notebook and verify the current grade I would like a copy of your signature that you will be using on the grade sheet. Thank you.

Signature to be used _____ Date _____

Signature to be used _____ Date _____

Signature to be used _____ Date _____

SAFETY RULES

1. Any off task behavior such as but not limited to: goofing off, jumping, throwing objects, pushing, and loud talking in the science classroom is dangerous. I will practice safe conduct in the classroom.
2. Written and verbal instructions concerning procedures and/or precautions are created for my protection. I will follow them.
3. Experiments done in class are for instruction. They are planned in order to teach an idea or a concept. I will perform only authorized experiments.
4. I will handle only those chemicals and equipment for which I have received instructions or training. I will not remove any equipment or chemicals from the classroom.
5. I will never enter the science storage room or chemical storage room unless I am with a staff member from the science department.
6. I will never taste or smell any chemicals in lab unless specifically instructed to do so by my teacher in a planned, approved experiment and after being taught proper techniques.
7. Chemicals are labeled to identify them. I will always carefully read the label to be sure I am using the correct substance. I will never mix unknown chemicals.

8. Fire is dangerous and care must be taken when working with it. I will never reach across a flame or bring a flammable substance near flames. I will confine long hair in such a manner behind my head as to prevent it from possibly catching fire. I will restrict loose fitting clothing. I will never attempt to light any gas jets or any other materials unless instructed by the teacher to do so. I will not bring any outside fire source to the classroom.
9. Fire equipment (fire extinguisher & fire blanket) is provided in the science classroom in case of emergency. I know where the equipment is located and how and when to use it. I will never use this equipment inappropriately.
10. Hot materials can cause serious burns. I will be extremely careful when working with these so as to prevent injury to myself and others. I will follow instructions, and use test tube holders, tongs or heavy gloves when handling hot items.
11. The wearing of safety goggles are required by law to prevent eye injury in many laboratory situations. I will wear safety goggles whenever I use glassware, chemicals, heat, and during all dissections. I will correctly position safety goggles over my eyes and keep them there during laboratory activities when instructed to do so. I will return my goggles to the goggle cabinet when I am finished using them. I understand the danger to contact lens wearers when working in the science laboratory. I will also wear appropriate safety apparel when required, such as long pants, closed-toe shoes, aprons and gloves.
12. Broken glass is dangerous. Leaving it lay around or picking it up with bare hands can cause serious injury. I will immediately notify my instructor of any broken glass.
13. If an accident should occur that results in injury to myself or others in the science classroom, I will immediately report it to the instructor, no matter how minor the injury may appear to be.
14. I will always keep electrical outlets and gas jets free from foreign objects. I will connect and disconnect an electrical appliance by using the plug rather than pulling on the cord itself.
15. During any experiment involving electrical equipment, I will follow verbal and written instructions so as to insure the safety of myself, others, and the equipment.
16. I will keep sinks free of paper, trash, and non-soluble chemicals. I will properly clean up my lab station when my experiment, or the class period, is completed.
17. I will not disturb any live organisms in the classroom unless instructed to do so in an approved experiment. This is for my safety as well as the safety and respect of the living organism involved.
18. I will wash my hands with soap after each laboratory experiment.

My signature below indicates that I understand the rules above are for my protection, and are designed to create a safe and productive lab setting. I agree to follow them and do my part to help create a safe environment in the science classroom. I understand that failure to follow the Science Safety Rules and procedures may result in exclusion from science labs at Ronald Wilson Reagan College Preparatory High School.

signature of student

course name

date

Dear Parent or Guardian,

Your son/daughter has elected to take the science course listed above. As part of our school's effort to provide a safe classroom environment, we request that you read and discuss these rules with your child. If your child has any medical conditions that may affect their participation in class or lab, please also notify the administration and the teacher. A safe instructional program can only be carried out through the cooperation and encouragement of parents, teachers, and students. Please read these rules carefully and sign in the space below. Your signature only indicates that you have read these rules and are aware of the steps being taken to provide for the safety of your son/daughter.

Sincerely,

Ronald Wilson Reagan College Preparatory High School
Science Department

signature of parent or guardian

date