

## AP Biology Safety Guidelines

1. Clear your lab table of non-lab materials such as purses, coats and books.
2. Listen to all instructions given by your teacher and follow them carefully.
3. Read your lab assignments before coming to class and be aware of all safety precautions. Follow directions!
4. Perform only those experiments on which you have been instructed. Never perform unauthorized experiments or deviate from lab instructions. Never handle lab equipment until instructed to do so by your teacher.
5. Your behavior and attitude in lab should be excellent! Both your safety and the safety of others depend upon it. There should never be any loud talking, horseplay, or running during lab.
6. Wear safety goggles when—
  - a. working with heat
  - b. working with any type of grinding, cutting or chipping
  - c. working with chemicals
  - d. instructed to do so by your teacher
7. It is your responsibility to take care of the lab equipment. Use it only as instructed. Do not borrow another group's apparatus. Report any damage or missing equipment to your teacher.
8. After you have read your lab assignment, if you are in doubt about any procedure, ask your teacher.
9. Tie back long hair to prevent injury.
10. Eating and drinking are prohibited in lab. Chemicals might contaminate your food and cause sickness.
11. Clean and dry your lab work area at the end of the lab period. Return all equipment and materials to their proper place.
12. Be very careful when operating electrical equipment.
  - a. Lab working surface, equipment and your hands should be dry.
  - b. Check all cords and plugs to be sure they are in good condition.
  - c. Look for exposed or broken wires and insulation in poor condition.
  - d. Never use an electrical socket without a cover plate.
  - e. Report any equipment that is not working to your teacher.
13. When you are working with an open flame or heating lab materials, never leave them unattended. Keep your clothing and hair away from the flame.
14. Sinks are used to dispose of liquid wastes only. At the end of lab, check sinks to make sure liquids have been rinsed down the drain. All solid wastes should be placed in the trash can or in a "solid waste" container.
15. When heating test tubes, hold them at an angle and heat the sides of the test tube as well as the bottom. Never point the mouth of the test tube toward yourself or another person. Never heat a stoppered test tube.
16. Never taste, touch, or smell chemicals unless you are instructed to do so by your teacher.

17. MSDS File – Materials Safety Data Sheets on each chemical are kept in the science department. These sheets give additional safety and disposal information.
18. Do not remove anything from the classroom without permission.
19. Set up lab apparatus as far back on the lab table as conveniently possible so it will not tip onto the floor
20. Dispose of chipped or broken glassware as instructed by your teacher.
21. If a chemical is spilled on the skin, it should immediately be rinsed with water.
22. Never use any unlabeled chemicals.
23. Scalpels can make very serious cuts if not used properly. When working with a scalpel, hold it as you would a pencil when writing. Never attempt to replace the scalpel blade. Ask your teacher to replace it for you.
24. Microscopes are very delicate, expensive instruments. They should always be carried with two hands and handled gently. Microscopes should be stored with the lowest power objective in place with the stage and objectives as close as possible. Cover the microscope with a dust cover and wrap the cord around the base.
25. Blood lancets must be used only once. The finger must be swabbed with alcohol before and after the puncture.
26. Slides, cover slips and lancets used in blood labs must be disposed of in a fresh 10% bleach solution.
27. Do not handle autoclave, incubators, aquarium or any other equipment without special instructions before hand.
28. Use only Pyrex or other heat resistant glassware for heating purposes.
29. Volatile chemicals should be heated only by the use of a hot plate and a water bath, never on an open flame.
30. When using dropper bottles, be sure to replace the top securely on the properly labeled bottle. Avoid touching the dropper to any other lab materials.