

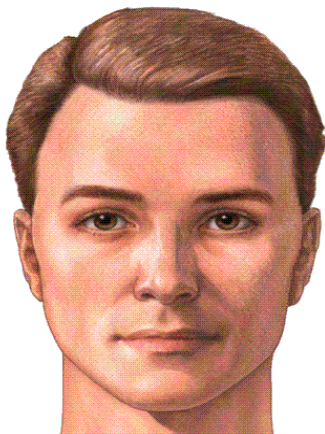


Miami-Dade
COMMUNITY COLLEGE

Wolfson Campus

Natural Science Department

Anatomy Laboratory



Student Safety Contract

October 2000



Student Safety Contract-Anatomy Laboratory

Purpose

The Anatomy laboratory is a hands-on/computer assisted learning environment. You will be doing many laboratory activities which require the use of computers, models, microscopes and other laboratory materials. Safety in the laboratory is the #1 priority for students and instructors. To ensure a safe Anatomy laboratory, a list of rules has been developed and provided to you in this student safety contract. These rules must be followed at all times. Two copies of the safety contract student agreement are provided. One copy must be signed by you before you can participate in the laboratory. The second copy is to be kept with your safety contract and lab notes as a constant reminder of the safety rules.

General Guidelines

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the instructor before proceeding.
3. Do not eat food, drink beverages, or chew gum in the laboratory. Do not use laboratory glassware as containers for food or beverages.
4. Perform only those experiments authorized by the instructor. Never do anything in the laboratory that is not called for in the laboratory procedures or by your instructor. Carefully follow all instructions, both written and oral. Unauthorized experiments are prohibited.
5. Be prepared for your work in the laboratory. Read all procedures thoroughly before entering the laboratory. Never fool around in the

laboratory. Horseplay, practical jokes, and pranks are dangerous and prohibited.

6. Observe good housekeeping practices. Work areas should be kept clean and tidy at all times. Table tops and lab chairs should be cleaned at the end of lab class. Lab material, lab chairs, microscopes, interfaces and other equipment should be returned to their proper storage location. Bring only your laboratory instructions, worksheets, and/or reports to the work area. Other materials (books, purses, backpacks, etc.) should be stored in a safe place.
7. Keep aisles clear. Push your chair under the desk when not in use.
8. Be alert and proceed with caution at all times in the laboratory. Notify the instructor immediately of any unsafe conditions you observe.
9. Labels and equipment instructions must be read carefully before use. Set up and use the prescribed apparatus as directed in the laboratory instructions or by your instructor.
10. Experiments must be personally monitored at all times. You will be assigned a laboratory station at which to work. Do not wander around the room, distract other students, or interfere with the laboratory experiments of others.
11. Know what to do if there is a fire drill during a laboratory period; turn off electrical equipment.
12. When using knives and other sharp instruments, always carry with tips and points pointing down and away. Always cut away from your body. Never try to catch falling sharp instruments. Grasp sharp instruments only by the handles.

Clothing

13. Dress properly during a laboratory activity. Long hair, dangling jewelry, and loose or baggy clothing are a hazard in the laboratory. Long hair must be tied back and dangling jewelry and loose or baggy clothing must be secured.

Accidents and Injuries

14. Report any accident or injury (cut, burn, etc.) to the instructor immediately, no matter how trivial it may appear.
15. If you or your lab partner are hurt, immediately get the instructor's attention.

Handling Glassware and Equipment

16. Students need a valid MDCC SMART card to use a microscope, slide kit, CD-ROM or Vernier interface.
17. The proper care and operation of lab equipment (balances protected by weighing paper, balances shutdown at the end of class, **computers shutdown at the end of class, keyboards, mice and monitors returned to storage position/location) should be followed.**
18. Students should perform their experiments at a safe distance from laboratory computers (to prevent spills and/or reactions from damaging the machines).
19. When removing an electrical plug from its socket, grasp the plug, not the electrical cord. Hands must be completely dry before touching an electrical switch, plug, or outlet.
20. Examine glassware before each use. Never use chipped or cracked glassware. Never use dirty glassware.
21. Report damaged electrical equipment immediately. Look for things such as frayed cords, exposed wires, and loose connections. Do not use damaged electrical equipment.
22. If you do not understand how to use a piece of equipment, ask the instructor for help.



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Student Agreement

I, _____ (student's name) have read and agree to follow all of the safety rules set forth in this contract. I realize that I must obey these rules to insure my own safety, and that of my fellow students and instructors. I will cooperate to the fullest extent with my instructor and fellow students to maintain a safe lab environment. I will also closely follow the oral and written instructions provided by the instructor. I am aware that any violation of this safety contract that results in unsafe conduct in the laboratory or misbehavior on my part, may result in being removed from the laboratory, receiving a failing grade, and/or dismissal from the course.

Student Signature _____

Date _____



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