# Shoreline Community College (SCC)

# Project Biotech Safety Rules and Use Agreement revised 02/14/2019

These rules are designed to protect people working in the lab and reduce the risk of injury. Part of being in a lab class is maintaining good laboratory practices. If you pursue a career in science, in your future college and working career, you will be expected to know and follow rules of this type. Professional behavior reflects well upon you. We expect everyone in the lab to act in a professional manner and follow these rules. This includes responding to directions and safety instructions, not distracting others in the lab while they perform experiments and engage in other camp activities, and communicating clearly so all lab participants can understand you in all of your activities. All lab rules will be strictly enforced in a fair, respectful, and impartial manner.

**Both participants and their parent/guardian must acknowledge that these rules were read, understood and agreed to. You must agree to follow these rules at all times in order to be in the SCC 2600 and 2900 building labs**. **PROJECT BIOTECH participants cannot enter the lab unless this form has been agreed to and the online agreement is on file at Shoreline Community College prior to the start of camp.** Labprivileges may be revoked for violation of any rules.

1. **Use of laboratory facilities**. No one is permitted to work at any lab facilities alone. You must have permission prior to lab facility use. All unauthorized experiments are forbidden and no horseplay, intentionally distracting behavior, practical jokes of any kind are allowed in the lab as these represent potential safety issues and detract from the ability of others to perform their experiments. The lab is for use only by the students enrolled in lab classes and summer camps in the 2900 building. Cell phones, iPods, radios, etc. are not permitted during lab, even if you use headphones, unless specifically required by an activity.
2. **Food and drink.** Food, gum, drink, or visible food or drink containers are **not** allowed in any lab at any time. **Keep hands, pens, etc., away from your face. This rule is in force for all labs at all times. Before lab, stow away food and drink items in a closed bag/pack or on the designated food and drink table outside the lab.**
3. **Clothing and Shoes.** You MUST wear closed-toe shoes to be in the lab. Wear clothing that covers your body from your neck to below your knees. Long hair, scarves, necklaces, etc. must be tied back or tucked in so they are out of the eyes and working field. Keep all hair and clothes away from open flames!
4. **Goggles and Gloves.** Wear **safety goggles** when directed. Gloves are required when working with certain chemicals; gloves will be provided.
5. **Safety Equipment.** Know the location and use of the eyewash fountains, first aid kit, safety shower, and fire blankets. The lab instructor will demonstrate safety equipment use. In the event of a spill or chemical exposure, notify your instructor or the technician immediately. Wash all chemical spills on the skin with copious water. Use the eyewash for eye exposure. Disrobe and use the chemical shower for large exposures.
6. **Cleanliness. Wash your hands** before and after all lab activities. Use soap and warm water. Each person must clean up after him or herself in lab. Clean lab benches before and after all lab activities. Dispose of all materials in designated waste containers. Keep all debris out of sinks. Clean and return equipment to the appropriate locations.
7. **Lab equipment and glassware.** Do not work with broken or cracked glassware.In case of glass breakage or equipment damage, notify your instructor or the technician immediately. Reasonable care is expected at all times. Always ask for training if you are not sure how to correctly operate equipment.
8. **Accidents and injuries**. Report all injuries or accidents, even minor ones, to your instructor or the technician.
9. **Fire. Notify your instructor immediately.** Smother fire with a fire blanket. If a fire cannot be quickly extinguished, calmly exit the building. Keep sources of ignition away when working with flammables.
10. **Earthquake.** In case of earthquake, turn off burners, stay inside, get under sturdy furniture like a lab bench or near a supportive wall. Stay away from windows and objects that may fall.
11. **Material Safety Data Sheets** (MSDS) are available for all chemicals that you will be using. They are kept in the technician’s office. You may view them at any time the technician is on duty or your instructor can bring them to you.

**ASSUMPTION OF RISK / LIABILITY RELEASE**

The parent/guardian and minor/camper would like the minor/camper to participate in the elective Project Biotech(“the activity”)conducted by Shoreline Community College. We agree to the following:

1. **Assumption of Risk**. I hereby acknowledge that I am aware of inherent risks involved in participation in the Activity (including, but not limited to**, illness, injury, or death from breakage of glass lab equipment, exposure to lab chemicals or fumes, exposure to flames or heat sources**) and I hereby assume any and all of these risks of injury that may result from my participation in the activity. I understand that activities in a science lab can be inherently dangerous.
2. **Release of Liability**. I hereby release Shoreline Community Colleges, its board of trustees, employees, and agents from and against any and all claims, or damages arising out of or in connection with my participation in this Activity.

We (camper and parent/guardian) have read this Agreement and Liability Release and understand the terms and desire to participate in the Activity. We agree that this a voluntary activity and we are aware of the risks involved.

By checking “agree” on the online payment / registration form, you are confirming that both camper and parent/guardian have read and agree to the Safety Rules and Use Agreement and to the Assumption of Risk/Liability Release.