**STEM Lab Safety Policies & Procedures:**

**Brandywine School District**

**P. S DuPont Middle School**

Lab safety quiz will be on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Safe Conduct and Dress, I AGREE TO:**

1. To occupy my assigned place at the beginning of class.
2. Know where the fire extinguisher and emergency shut off buttons are located.
3. Place oily rags and other combustible rags in the appropriate metal trash can.
4. Wear safety glasses at ALL TIMES when machines or tools are in use.
5. To wear protective footwear whenever in the lab.
	1. No sandals, open toed shoes or mesh slippers.
	2. Long hair or loose clothing MUST be secured and tied back.
6. Practice general cleanliness.
7. Never carry tools in your pockets.
8. To not throw objects and avoid all horseplay.
9. Keep all aisles clear; don’t leave extension cords out for people to trip over them.
10. Help with cleanup and storage duties when assigned.

**Safe Machine Use, I AGREE TO:**

1. Never operate power equipment or tools unless specifically authorized to by your teacher.
2. Never operate a machine unless the appropriate guard is in place.
3. Use the tool for the intended purpose.
4. Always clean up sawdust; it can be just as slippery as a spilled liquid, oil or grease.
5. To place all loose items(such as wrenches or chuck keys) back in their proper place before and after each use.
6. To fasten all work to the surface of the cutting table before using the machine.
7. Avoid talking or distracting others that could lead to serious injury.
8. Not to force a machine beyond the capacity in which it can stand.
9. Report any machine in need of repair to the teacher.
10. Report all injuries (no matter how small) to your teacher.

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**I have read the above rules and discussed them in class with my instructor. I realize they are for my protection and I will do all I can to see that they are enforced. I will observe all precautions given by my instructor. Violation of these rules may result in my removal from the class.**

**Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / Dated**