





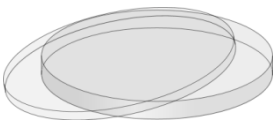

Laboratory Rules - Teacher notes

When students are working on the following experiments they need to know the name of equipment they will be using and how to use it safely. The “Laboratory Rules” worksheet attached has suggestions in blue for teachers. Students may be encouraged to use this as evidence of developing laboratory proficiency (Lab. P plates).

Laboratory Rules

1. A teacher should always be present when entering the lab.
2. Leave all your belongings outside the lab.
3. No running in the lab. Always walk to avoid accidents.
4. No shouting or messing around with anything or anyone.
5. Long hair should be tied back.
6. Safety goggles may be worn to protect your eyes.
7. Eating and drinking in the laboratory is not allowed.
8. Follow all instructions carefully.
9. Ask questions if you are uncertain about the experiment.
10. When finished with your experiment waste materials should be put in the correct containers.
11. Put away all your equipment and clean your work bench.
12. Wash your hands.



Equipment		Notes
Beaker		Beakers come in varying sizes and are used to contain liquids and solids. They have rough estimations of volume as graduations on their side. They should always be placed on cleared level surfaces. Wash after use.
Test Tube		Test tubes are used to contain liquids. Filled tubes should be held upright in racks or beakers. Always hold by upper rim. Wash after use.
Filter funnel		Filter funnels are used to separate liquids from solids. Always make sure a beaker or test tube is under before pouring in liquid. When not in use invert onto table to avoid the funnel rolling off. Wash after use.
Filter paper		Filter paper is used to retain solids. Fold before placing in filter funnel and add a drop of water to help it retain the funnel shape. Do not prod as the filter paper will tear. Dispose of after use.
Petri dish		Petri dishes can be used to view materials and also to grow bacterial and fungal colonies. For the latter they must be sealed to prevent infection. Dispose of without opening or sterilise in an autoclave.
Pasteur pipette		The Pasteur or transfer pipette is used to hold known volumes of liquid. Clean thoroughly after use.