

# Fond du Lac School District

## Safety in the Middle School Technology Lab

### **Student Safety Contract**

*The following standard operating procedures will apply to all Technology Education shop and laboratory areas. Students must adhere to these rules and practice acceptable behaviors to make these areas safe for **ALL Students, instructors, and guests.***

#### **Safety Rules:**

1. Students may not work in the shop/lab areas without a certified Technology Education instructor present.
2. Only students registered for the class are allowed to use lab equipment.
3. Do not handle equipment and supplies set up in the shop/lab areas until given instruction to do so from the instructor.
4. Eye protection must be worn when required by the instructor. Students must wear safety glasses/goggles **approved** for use by OSHA (Z87.1)
5. No eating or drinking is permitted in any Technology Education classroom/lab.
6. Students will not be allowed to use any equipment without passing the appropriate safety tests with a score of 100%.
7. Hair will be groomed in such a way that will not hinder student's vision or present a safety hazard.
8. Students will be aware of loose clothing near power machines that could promote an accident. Proper footwear is required in all shop/lab areas. Open toed shoes can not be worn.
9. Personal jewelry should not be worn in hazardous areas or during the operation of power equipment.
10. Proper behavior is required in all shop/lab areas. Disruptions that could cause harm to anyone will not be tolerated.
11. Students should clean the work area and wash hands thoroughly before leaving the room.
12. Report all injuries, no matter how minor, to the instructor. The instructor will give guidance on the treatment needed and direct the student to the health room, if needed.

#### **Safety Equipment:**

13. Students should know the location of emergency telephone numbers and how to use them.
14. Students should know the location of the emergency shutdown switch within the classroom.
15. Proper ventilation must be used at all times.

**Response to Student Violation of Rules:**

*Depending upon the severity of the incident, the teacher may respond by taking any of the following actions:*

- Verbal warning from teacher, record is kept of the infraction.
- Review of rule involved; parents and student sign agreement that the rule is understood and will be followed.
- Removal from class for the duration of class period.
- Suspension from the class for one week and conference with parents, teacher, and administrator.
- Class suspension for the remainder of the year.

## To the Parent / Guardian

Your student will be working in the laboratory during this course. In order to assure his/her personal safety and the safety of others, it is important the above rules are followed. Failure to do so may result in the removal of your student from the laboratory.

*We have read, understand, and agree to follow the safety rules and procedures as written in this document.*

Date \_\_\_\_\_

Student \_\_\_\_\_

Date \_\_\_\_\_

Parent/Guardian \_\_\_\_\_

*Please check here if student wears contact lenses.*