**High School Biology Lab Procedures Contract**

**Course:** High School Biology
**Teacher:** NYSHARI L BACCHUS
**School Year:** 2024-2025

**Introduction:**

Welcome to the Biology! This contract outlines the procedures and expectations for conducting laboratory activities. Adhering to these guidelines ensures a safe, productive, and respectful learning environment. Please read the following carefully and sign at the bottom to acknowledge your understanding and commitment.

**1. General Lab Expectations**

* **Preparation:** Read all lab instructions and materials prior to the lab session.
* **Punctuality:** Arrive on time for all lab sessions and be prepared to begin work immediately.
* **Conduct:** Behave respectfully and professionally at all times. Disruptive behavior will not be tolerated.

**2. Safety Guidelines**

* **Personal Protective Equipment (PPE):** Always wear safety goggles, lab coats, and gloves as required (provided).
* **Food and Drink:** Do not eat, drink, or chew gum in the lab.
* **Emergency Procedures:** Familiarize yourself with the location of the first aid kit, eye wash station, and fire extinguisher. Know the procedure for fire drills and other emergencies.
* **Spills and Accidents:** Report any spills, accidents, or injuries to the teacher immediately. Follow proper cleanup procedures as directed.
* **Equipment Use:** Use lab equipment only as instructed. Handle all instruments and chemicals with care.

**3. Lab Procedures**

* **Instructions:** Follow all written and verbal instructions carefully. Ask for clarification if needed.
* **Work Area:** Keep your work area clean and organized. Dispose of waste materials in designated containers.
* **Chemical Handling:** Never mix chemicals unless instructed to do so. Always read labels and handle chemicals with caution.
* **Data Recording:** Record all observations and data accurately and legibly in your lab notebook.

**4. Responsibilities**

* **Teamwork:** Collaborate effectively with lab partners and contribute fairly to group tasks.
* **Cleanup:** Clean up your work area and return all equipment to its proper place at the end of each lab session.
* **Reporting:** Immediately report any malfunctioning equipment or unsafe conditions to the teacher.

**5. Consequences**

Failure to adhere to the above guidelines may result in:

* **Verbal Warning:** Initial reminder of lab expectations.
* **Written Warning:** Documentation of the infraction and a meeting with the teacher.
* **Parent Contact:** Notification to parents or guardians regarding repeated infractions.
* **Lab Suspension:** Temporary or permanent removal from lab activities if safety is compromised or guidelines are continuously ignored.

**Acknowledgment:**

By signing this contract, I acknowledge that I have read and understood the lab procedures and safety guidelines. I agree to follow these rules to ensure a safe and productive lab environment.

**Student Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Student Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Parent/Guardian Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Teacher Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return this signed contract by 9 August 2024.**