

ART STUDENT SAFETY CONTRACT

Purpose

Art is a hands-on class. You will be doing many Art Classroom activities, which require the use of chemicals. Safety in the Art Classroom is the #1 priority for students, teachers, and parents. To ensure a safe Art Classroom, a list of rules has been developed and provided to you in this student safety contract. These rules must be followed at all times. **Two copies of the contract are provided.** One copy must be signed by **both you and a parent or guardian** before you can participate in the Art Classroom. The second copy is to be kept in your Art **notebook** as a constant reminder of the safety rules.

General Guidelines

1. Conduct yourself in a responsible manner at all times in the Art Classroom.
2. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the teacher before proceeding.
3. Never work alone. No student may work in the Art Classroom without a teacher.
4. When first entering the Art Classroom, do not touch any equipment, chemicals, or other materials in the Art Classroom until you are instructed to do so.
5. Do not eat food, drink beverages, or chew gum in the Art Classroom.
6. Perform only those projects authorized by the teacher. Never do anything in the Art Classroom that is not called for in the Art Classroom procedures or by your teacher. Carefully follow all instructions, both written and oral. Unauthorized projects are prohibited.
7. Be prepared for your work in the Art Classroom. Read all procedures thoroughly before entering the Art Classroom. Never fool around in the Art Classroom.
8. Horseplay, practical jokes, and pranks are dangerous and prohibited.
9. Observe good housekeeping practices. Work areas should be kept clean and tidy at all times. Bring only your Art Classroom instructions, worksheets, and/ or sketchbooks to the work area. Other materials (books, purses, backpacks, etc.) should be stored in the area designated by the Art teacher.
10. Keep aisles clear. Push your chair under the desk when not in use.
11. Know the locations and operating procedures of all safety equipment including first aid kit, eyewash station, and fire extinguisher. Know where the fire alarm and the exits are located.
12. Be alert and proceed with caution at all times in the Art Classroom. Notify the instructor immediately of any unsafe conditions you observe.
13. Dispose of all chemical waste properly. Never mix chemicals in sink drains. Sinks are to be used only for water and those solutions designated by the instructor. Chemicals and other materials are to be disposed of all in the proper waste containers, not in the sink. Check the label of all waste containers twice before adding your chemical waste to the container.
14. All labels and project instructions must be read carefully before use.
15. Keeps hands away from face, eyes, mouth and body while using chemicals. Wash your hands with soap and water after performing all projects. Clean (with detergent), rinse, and wipe dry all work surfaces (including the sink) and apparatus at the end of the project. Return all equipment clean and in working order to the proper storage area.
16. You will be assigned an Art Classroom station at which to work. So not wander around the room, distract other students, or interfere with the Art Classroom projects of others.

17. Students are never permitted in the Art Storage rooms or preparation areas unless given specific permission by their teacher.
18. Know what to do if there is a fire drill during an Art period; containers must be closed and any electrical equipment turned off.
19. When using sharp instruments, always carry with tips and points pointing down and away. Always cut away from your body. Never try to catch falling sharp instruments. Grasp sharp instruments only by the handles.

Clothing

20. Any time chemicals, heat, or glassware are used, students will wear goggles in the High Schools only. There will be no exceptions to this rule.
21. Contact lenses should not be worn in the Art Classroom unless you have permission from your teacher.
22. Dress properly during an Art Classroom activity. Long hair, dangling jewelry, and loose or baggy clothing must be secured. Shoes must completely cover the foot. No sandals allowed.
23. Art aprons have been provided for your use and should be worn during Art Classroom activities.

Accidents and Injuries

24. Report any accident (spill, breakage, etc.) or injury (cut, burn, etc.) to teacher immediately, no matter how trivial it may appear.
25. If you and/ or your Art partner are hurt, immediately get the teacher's attention.
26. If a chemical should splash in your eye(s) or your skin, immediately flush with running water from the eyewash station for at least 20 minutes. Notify the teacher immediately.

Handling Chemicals

27. All chemicals in the Art Classroom are to be considered dangerous. Do not touch, taste, or smell any chemicals unless specifically instructed to do so.
28. Check the label on chemical bottles twice before removing any of the contents. Take only as much as you need.
29. Never return unused chemicals to their original bottle.
30. When transferring reagents from one container to another, hold the containers away from your body.
31. Handle flammable hazardous chemicals over a pan to contain spills. Never dispense flammable liquids anywhere near an open flame or source of heat.
32. Never remove chemicals or other materials from the Art Classroom.
33. Take great care when transferring chemicals from one part of the Art Classroom to another. Hold them securely and walk carefully.

Handling Glassware and Equipment

34. Never handle broken glass with your bare hands. Use a brush and dustpan to clean up broken glass. Place broken or waste glassware in the designated glass disposal container.
35. When removing an electrical plug from its socket, grasp the plug, not the electrical cord. Hands must be completely dry before touching an electrical switch, plug, or outlet.
36. Report damaged electrical equipment immediately. Look for things such as frayed cords, exposed wires, and loose connections. Do not use damaged electrical equipment.
37. If you do not understand how to use a piece of equipment, ask the teacher for help.

Questions

38. Do you wear contact lenses?

YES NO

39. Are you color blind?

YES NO

40. Do you have allergies?

YES NO

If yes, list specific allergies: _____

STUDENT SAFETY CONTRACT AGREEMENT

I, _____, have read and agree to follow all of the safety rules set
Student's Name

forth in this contract. I realize that I must obey these rules to ensure my own safety, and that of my fellow students and teachers. I will cooperate to the fullest extent with my instructor and fellow students to maintain a safe Art Classroom. I will also closely follow the oral and written instructions provided by the teacher. I am aware that any violation of this safety contract that results in unsafe conduct in the Art Classroom or misbehavior on my part, may result in being removed from the Art Classroom, detention, receiving a failing grade, and/ or dismissal from the course.

Student Signature: _____

Date: _____

Dear Parent or Guardian:

We feel that you should be informed regarding the school's effort to create and maintain a safe Art Classroom.

With the cooperation of the teachers, parents, and students, a safety instruction program can eliminate, prevent, and correct possible hazards.

You should be aware of the safety instructions your son/daughter will receive before engaging in any Art Classroom work. Please read the list of safety rules above. **No student will be permitted to perform Art Classroom activities unless this contract is signed by both the student and parent/guardian and is on file with the teacher.**

Your signature on this contract indicates that you have read this Student Safety Contract, are aware of the measures taken to ensure the safety of your son/daughter in the Art Classroom, and will instruct your son/daughter to uphold his/her agreement to follow these rules and procedures in the Art Classroom.

Parent/Guardian Signature: _____

Date: _____