

Safety Checklist - (leave this form attached to project when resubmitting)

There are numerous potential concerns for the safety when students do their projects. The following checklist addresses the most common concerns, and it is not comprehensive. Ultimately, if the SRC has any concerns for the students' safety, or that of other individuals, animals or property, they will err on the side of caution. It is important to specify as many details of the project as possible, so the SRC can make an accurate assessment of the risk. If anything is left to question, they will ask for clarification before approving the project.

- Conducting projects that involve inherent risks to people, animals, the environment, or property that cannot be adequately compensated for as determined by the SRC, are not allowed. If there are questions on the suitability of a project, it is recommended that the student talk with the SRC chairperson. (Mr. Keeney in SC 116 – or email rkeeney@rrhs.rps.k12.nm.us)
- There are bystander, animal, and/or peripheral property damage concerns. These need to be addressed.
- There are confidentiality concerns over performing this project. They need to be addressed.
- There are environmental concerns over performing this project. They need to be addressed.
- There are liability concerns over performing this project. They need to be addressed.
- Experimental design lacks sufficient detail. The SRC cannot properly determine safety and liability issues.
- All of the equipment you will be using needs to be listed.
- Safety concerns require a designated supervisor.
- An individual who is trained in the proper techniques of your project must be your designated supervisor.
- A designated supervisor must conduct the experimentation phase of your project.
- A phone, cell phone, or other emergency contact device is required.
- A diagram or drawing of the project is required. Make sure to include approximate dimensions, as well as current, voltage, power, etc. levels if applicable.
- Proper personal safety equipment is required. (Examples: goggles, face shield, hearing protection, gloves, apron, long sleeves, long pants, shin guards, elbow pads, knee pads, close-toed shoes, steel-toed boots, hard hat, helmet, rubber mat, tongs, ladder, insulated ladder, welding shield, mouth guard, sunglasses, insect repellent, sunscreen, lower back support belt, face mask, respirator)
- A first aid kit (list contents) is required.
- Voltages, currents, power, other specs, need to be listed.
- A copy of the operator's manual needs to be included in your proposal.
- Items must be burned outdoors and on a fireproof foundation, such as concrete or barren dirt. All necessary precautions to prevent the spread of fire must be listed. A detailed description (drawing is helpful) of the surroundings is needed.
- A fire extinguisher is required.
- Proper ventilation is required.
- Dangerous items must be kept out of reach of children or animals. Specify how this will be done.
- Emergency eyewash must be made available.
- Emergency shower must be made available.
- An attached copy of the Materials and Safety Data Sheet (MSDS), applicable to your chemical(s), is required.
- Proper handling, storage, and disposal techniques of your chemicals need to be specified in your procedure. You need to state these, not just say you will follow the MSDS.
- The concentrations of your chemicals need to be specified.
- The volumes and/or masses of your substances need to be specified.
- There are contamination concerns. The substance(s) in question must be protected from accidental disruption by other people, animals, or accidental spills. These preventive measures must be clearly defined in the procedure.
- Applicable signs and warnings of the hazards must be posted.
- Student may not drive any vehicles, on or off-road, as a direct part of the experimentation. This must be done by a designated supervisor.
- Dry ice must be purchased by an adult over 21.
- Consumable alcohol, tobacco products, or over-the-counter medicine cannot be handled at all by any student. Any procedures involving these products must be completed by the designated supervisor. Students are not allowed to be left alone with these products. How the products will be procured and how they will be disposed of after experimentation need to be specified. All of the above procedures need to be clearly included in the experimental design write-up.