

**Camas High School Science Department
Laboratory Rules**

Procedures

1. Follow closely all written and oral directions. Don't start work unless you understand the instructions.
2. Perform only those activities assigned and approved by teachers.
3. Never work alone in the laboratory.

Safety

4. Do not enter lab supply areas unless instructed to do so and supervised by a teacher.
5. Know the location of safety and first aid equipment in the laboratory.
6. No food or drink on lab days whatsoever.
7. Do not inhale, ingest, mix, or heat any chemicals unless instructed to do so.
8. Always wear safety glasses or goggles and aprons when instructed to do so.
9. Wear closed toe shoes when doing a lab/dissection. If closed toe shoes are forgotten, students will make up the lab after school at teacher's convenience.
10. Report all injuries and spills to your teacher immediately.
11. Wash your hands when you are finished with the lab.
12. Never handle broken glass or use broken or cracked glassware. Inform a teacher immediately to help you.
13. Never leave a hot plate or Bunsen burner unattended. Make sure they are turned off when done with the lab.

Lab Conduct

14. Do not sit on lab counters. Leave all bookbags, purses, etc in the front of the room.
15. Work seriously - minimize socializing, stay at your lab station.
16. No horseplay - including pushing, running, throwing objects (even paper!), etc.
17. Handle all living organisms or preserved specimens only when instructed and always with respect.
18. Never remove chemicals from the classroom. Removal of chemicals is grounds for administrator involvement and punishment.
19. Clean-up
 - a. Follow instructions for chemical disposal exactly.
 - b. Clean all equipment and return it to wherever you got it (drawer, counter, etc.).
 - c. Make sure your counter is clean and dry and your sink is free of debris.
 - d. Always clean scoops, spatulas, and droppers before switching chemicals.

Discipline

Failure to meet any of these instructions will result in the following:

- First offense: verbal warning
- Second offense: no participation in the next lab; student will be asked to make up the assignment later at the teacher's convenience
- Third offense: no participation in the next lab without chance of credit or make up assignment
- Fourth offense: referral to administration.

Things that will automatically earn a referral to administration:

1. Breaking lab safety rules (#4-13)
2. Removal of lab materials from the classroom

I have read and understood the above precautions and rules. I agree to abide by them. If I fail to do so, I understand that I may be removed from class and/or receive a zero on the lab assignment.

Signature _____

Date _____

Parent Signature _____

Date _____

Honor Code
Abe's AP Biology Classes

Camas High School's mission is to create a "learning community where staff and students are involved in the advancement of knowledge and personal growth" and to "teach academic and behavioral excellence." In order to achieve this goal, we must work in an environment where intellectual honesty and personal integrity are highly valued, and individuals are trusted, respected, and fairly treated. The responsibility for maintaining this environment should be shared by all.

Expectations:

Students are expected to be respectful of others and their property and to complete their own work.

Violations:

Lying – Any action, appearance, or statement, which an individual knows, or should know, to be untrue, given with intention to deceive.

Examples (not all-inclusive):

- Bending the truth or pretending not to understand information one is expected to know
- Lying by omission
- Receiving permission to go one place and going someplace else
- Forgery

Cheating – using or attempting to use unauthorized assistance or advantage in academic work that is submitted as one's own individual efforts or the giving of such assistance to others.

Examples (not all-inclusive):

- Turning in work that was not entirely done by the student.
 - Copying homework without the consent or approval of the teacher
 - Using workbooks or tests from a previous year
 - Dividing up work among group members that was intended to be done together
- Using a similar assignment from a past class without the consent or approval of the teacher
- Having notes or textbooks visible during tests or quizzes
- Giving or receiving information about a test, quiz, or other assignment prior to class

Plagiarism – literary theft, misrepresentation, and falsification.

Explanations (not all-inclusive):

- To steal someone's ideas or thoughts and represent them as one's own
- To copy directly, paraphrase or summarize without proper documentation.

Stealing – taking or attempting to take property, whether physical or intellectual, without right or permission

Examples (not all-inclusive)

- Taking something without permission, even if the intention is to return it
- Finding something and making little or no effort to find the rightful owner
- Unauthorized removal of academic materials from a teacher or classroom

"I am committed to acting with integrity and respect in all situations and towards all persons. I also understand that I am responsible for reporting any violations of this honor code to the appropriate person. If I violate this code, I understand I will be subject to discipline action as set forth in the Student Handbook or prescribed by my teacher/principal."

Signature _____

Date _____

Parent Signature _____

Date _____