

**Stonington High School Technology Education Department**  
**Safety Agreement**  
2012 - 2013

Because of the inherent risk and hazards associated with power tools and equipment I request students review and sign an “agreement” that defines acceptable behavior in a school shop setting. The rules and behaviors outlined below will apply to “in school” as well as “out of school” (field trip) activities.

Basic rules are defined. The students review these basic rules plus the more detailed set on the reverse side of this agreement. The student then signs the “agreement” and agrees to abide by these rules and any additional safety guidelines provided by the Technology Education instructor.

***The purpose of this agreement is to make the student aware of his/her responsibility for shop safety.***

Students should also realize the implications of improper behavior. For example, students have been permanently removed from the lab setting (resulting in a failing grade). Courts have ruled that students can be just as guilty of negligence as teachers in laboratory accidents. Therefore, the rules mentioned below should be considered very seriously by each student and their parent or guardian before signing this contract.

**I Will:**

1. Follow all safety guidelines & instructions given by the instructor at all times.
2. Wear safety glasses, goggles, or face shield at all times. These glasses will be of the accepted type. There are no exceptions to this rule.
3. Carry out good housekeeping practices, putting things back where they belong.
4. Know where all tools are stored and put them back after use.
5. Always work as a team and help or assist classmates.
6. Conduct myself in a mature and responsible manner ***at all times.***
7. ***Never*** use any tool without first receiving instruction and training.
8. Not use bad words when talking or expressing my feeling for something.

I \_\_\_\_\_, have read and agree to follow the safety regulations set forth above and on the reverse side of this “agreement”. I will closely follow any verbal and/or written instructions provided by the instructor. **I WILL** accept any responsibility for my failure to adhere to the aforementioned safety regulations.

Date: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

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**Shop Safety Rules**

1. Wear proper eye protection at all times during shop activity. Consult with the instructor if you have prescription glasses.
2. Use only the tools or equipment you have been trained on in the manner prescribed in the operator's manual.
3. Never engage in horseplay or practical jokes.
4. Footwear that completely covers the foot is mandatory.
5. Do not use any chemicals that produce fumes without checking with instructor.
6. Know the location of fire extinguisher, eyewash, safety shower, and emergency power shut off buttons.
7. Adhere to all shop protocol and proper techniques when dealing with shop equipment explained by your instructor.
8. When in doubt – **ASK!**
9. Instructor approval must be obtained for work on all machines or in potentially hazardous areas.
10. Walk, never run or make careless movements.
11. Never throw anything.
12. Think twice and move in a careful and deliberate manner.
13. Always secure loose clothing, hair, and jewelry before using any machine.
14. Never cut toward your body, or point any sharp item at your body or anyone else.
15. Obey rules concerning operator's safety zones. Stay out of marked zones around machines unless you are the operator of that machine.
16. Do not speak to or distract anyone while they are operating machinery.
17. Caution any student immediately then notify the instructor if you see them committing an unsafe act.
18. Cooperate with your classmates in the management of your technology education safety program.
19. Keep tools and materials from projecting over the edge of benches.
20. **Keep your work area neat. Keep the floor and work surfaces clear of scrap materials. Place scraps in the proper place.**
21. Immediately wipe up any liquid spills.
22. Place any oily rags and other combustible materials in approved metal containers.
23. Use care when handling and storing large, heavy or long pieces of material. Get help moving bulky or difficult objects.
24. Check all hand tools for loose handles or any damage; report any damage to the teacher.
25. **Report all injuries, however slight to your instructor immediately.**
26. Report any tool or equipment that is in need of repair.
27. Always follow the recommended safety procedures for each tool or piece of equipment. Never let your guard down. Stay alert and pay attention at all times.
28. Keep all guards in place when using equipment.
29. Clamp all work and use a push sticks when possible.
30. Keep these in mind when working, be safe and remember to have fun ☺