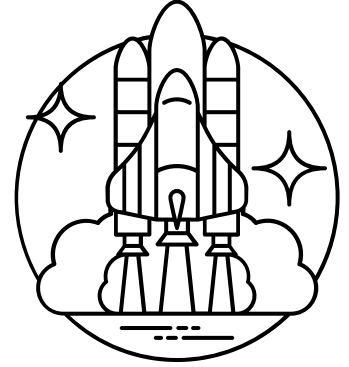
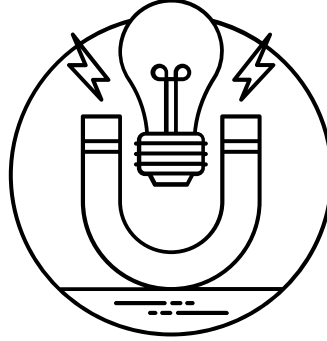
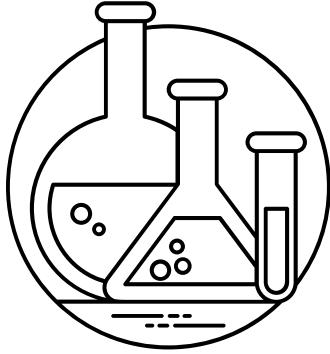
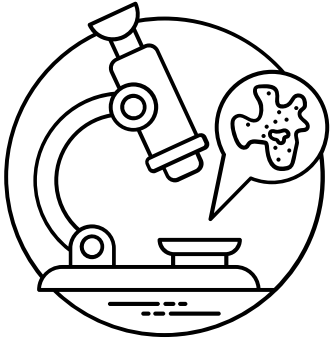


Mann UCLA Community School
Science Class Welcome Packet
2019-2020



Welcome to Science at Mann UCLA Community School!

Student Name: _____ Period: _____

Class/Teacher: _____

We are very excited to embark on an exciting year of scientific investigation, engineering, and research! In this packet you will find resources to help your student succeed in science class this year.

Please fill out and **return** all of the pages marked with this symbol:



Students will **not** be able to fully participate in science labs and activities until all of the following forms are turned into their science teacher.

- Science Class Emergency Card
- Science Student Safety Contract
- Welcome Packet and Syllabus Agreement

Thank you for your support.

We look forward to working with your student this year.

Sincerely,

Ms. Banerjee, 6th Grade Teacher (Room 305)

Mr. Clark, 6th, 7th, 8th Grade Teacher (Room 302)

Ms. Gibson, 6th, 7th, 8th Grade Teacher (Room 207)

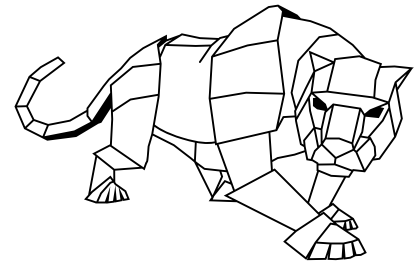
Mr. Lubiano, 6th Grade Teacher (Room 205)

Ms. Kushon, Physics Teacher (Room 241)

Ms. Tieu, 8th Grade and Chemistry Teacher (Room 144)

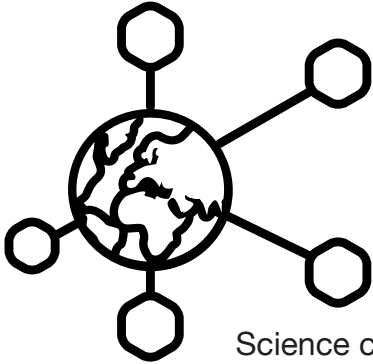
Ms. Venkatesh, 7th Grade, Biology, and Health Teacher (Room 142)

Science at Mann UCLA Community School



The Vision of Mann UCLA Community School

We expect students to enter the adult world as confidence and capable human beings, prepared to succeed in college, pursue meaningful careers, and participate in our democracy.



All science courses are aligned to the **Next Generation Science Standards** (NGSS). Through scientific investigations, collaboration, and research, students will practice the 4 Core Competencies of Mann UCLA CS Students:

1. *Self-directed, passionate learner*
2. *Master of content knowledge and skills*
3. *Globally and culturally competent*
4. *Active and critical participant in society.*

Science class is an experiential learning experience. In addition to labs and investigations, students will also participate in field trips.

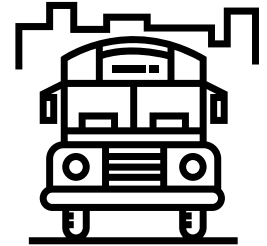
Safety is the #1 priority.

In order for students to participate in labs and other science related activities, the **Science Class Emergency Card** and **Science Student Safety Contract** must be signed.

If students act in a way that puts their safety and/or the safety of those around them in jeopardy, they may be disqualified from participating in labs and field trips.

Mann Field Trip Policy

Students forfeit their opportunity to participate in school field trips for the following reasons, but not limited to: safety concerns, bullying, theft, self-injurious behavior, physical harm to others, possession/use of drugs or paraphernalia and other suspension qualifying acts.



If they have four office disciplinary actions before a field trip, grade level teacher teams will make the determination for a student to participate in a field trip. The team may allow a student with referrals to participate in a field trip if accompanied by a parent and/or guardian, of at least age 21, as noted by the school discipline and district guidelines.

Class Policies (according to LAUSD Bulletin 1353)

Each teacher's class policies are outlined in their syllabi.

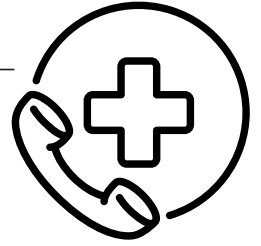
However, all science classes have the same expectations:

- Consistent attendance in class is key to success in science class. Students are often engaged in multi-day projects and labs. If students are absent, it is the **student's responsibility** to talk to the teacher for make-up work.
- Students with **excused absences**, absences for justifiable personal reasons, and absences due to suspensions shall be afforded the opportunity to complete missed classroom work and tests or other appropriate equivalent assignments that can reasonably be provided by the teacher.
- Students who are **truant** or absent without verified justifiable personal reasons or students who have returned to school without a note need not be afforded the opportunity to complete class work and tests missed. Such opportunities may be, but are not required to be, provided by the teacher.
- **Accommodations** will be made according to each student's **IEP**.
- Three separate marks – subject (A-F), cooperation (E/S/U), and work habits (E/S/U) – are issued.



Student's Last Name, First Name: _____

Science Class Emergency Card



Health History

1. Has your student ever been prescribed **glasses** or **contact lenses**? Yes No

2. Does your student **wear contact lenses**? Yes No

3. Does your student have **allergies**? Yes No

If **yes**, please list specific allergies: _____

4. Does your student have **medical conditions** that may affect their participation in a science lab activity? (*Activities may include experiments with chemicals, biological specimens, field trips, and light physical activity*). Yes No

If **yes**, please list specific conditions: _____

5. Is there anything else you would like us to know about your student?

Emergency Contact #1

Name: _____ Relationship to Student: _____

Phone #1: _____ Phone #2: _____

Phone Call (best time to call: _____) Phone Call (best time to call: _____)

Text Message Text Message

Email Address: _____

Preferred Language: English Español Other: _____

Emergency Contact #2

Name: _____ Relationship to Student: _____

Phone #1: _____ Phone #2: _____

Phone Call (best time to call: _____) Phone Call (best time to call: _____)

Text Message Text Message

Email Address: _____

Preferred Language: English Español Other: _____



Last Name, First Name: _____

Science Student Safety Contract

School Name Mann UCLA Community School Teacher _____

PURPOSE

Science is a hands-on laboratory class. You will be doing many laboratory activities which require the use of hazardous chemicals. Safety in the science classroom is the #1 priority for students, teachers, and parents. To ensure a safe science 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.

GENERAL RULES

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the instructor before proceeding.
3. Never work alone. No student may work in the laboratory without an instructor present.
4. When first entering a science room, do not touch any equipment, chemicals, or other materials in the laboratory area until you are instructed to do so.
5. Do not eat food, drink beverages, or chew gum in the laboratory. Do not use laboratory glassware as containers for food or beverages.
6. Perform only those experiments authorized by the instructor. Never do anything in the laboratory that is not called for in the laboratory procedures or by your instructor. Carefully follow all instructions, both written and oral. Unauthorized experiments are prohibited.
7. Be prepared for your work in the laboratory. Read all procedures thoroughly before entering the laboratory.
8. Never fool around in the laboratory. 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 laboratory instructions, worksheets, and/or reports to the work area. Other materials (books, purses, backpacks, etc.) should be stored in the classroom area.
10. Keep aisles clear. Push your chair under the desk when not in use.

11. Know the locations and operating procedures, where appropriate, for all safety equipment including first aid kit, eye-wash station, safety shower, fire extinguisher, and fire blanket. Know where the fire alarm and exits are located.
12. Always work in a well-ventilated area. Use the fume hood when working with volatile substances or poisonous vapors. Never place your head into the fume hood.
13. Be alert and proceed with caution at all times in the laboratory. Notify the instructor immediately of any unsafe conditions you observe.
14. 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. Solid chemicals, metals, matches, filter paper, and all other insoluble materials are to be disposed of 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.
15. Labels and equipment instructions must be read carefully before use. Set up and use the prescribed apparatus as directed in the laboratory instructions or by your instructor.
16. Keep hands away from face, eyes, mouth and body while using chemicals or preserved specimens. Wash your hands with soap and water after performing all experiments. Clean all work surfaces and apparatus at the end of the experiment. Return all equipment clean and in working order to the proper storage area.
17. Experiments must be personally monitored at all times. You will be assigned a laboratory station at which to work. Do not wander around the room, distract other students, or interfere with the laboratory experiments of others.
18. Students are never permitted in the science storage rooms or preparation areas unless given specific permission by their instructor.
19. Know what to do if there is a fire drill during a laboratory period; containers must be closed, gas valves turned off, fume hoods turned off, and any electrical equipment turned off.
20. Handle all living organisms used in a laboratory activity in a humane manner. Preserved biological materials are to be treated with respect and disposed of properly.

21. When using knives and other 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.
22. If you have a medical condition (e.g., allergies, pregnancy, etc.), check with your physician prior to working in lab.

CLOTHING

23. Any time chemicals, heat, or glassware are used, students will wear laboratory goggles. There will be no exceptions to this rule!
24. Contact lenses may be worn provided adequate face and eye protection is provided by specially marked, non-vented safety goggles. The instructor should know which students are wearing contact lenses in the event of eye exposure to hazardous chemicals.
25. Dress properly for lab activities. Long hair, dangling jewelry, and loose or baggy clothing are hazardous. Long hair must be tied back and dangling jewelry and loose or baggy clothing must be secured. Shoes must completely cover the foot. No sandals allowed.
26. Lab aprons have been provided for your use and should be worn during laboratory activities.

ACCIDENTS AND INJURIES

27. Report any accident (spill, breakage, etc.) or injury (cut, burn, etc.) to the instructor immediately, no matter how trivial it may appear.
28. If you or your lab partner are hurt, immediately yell out "Code one, Code one" to get the instructor's attention.
29. If a chemical splashes in your eye(s) or on your skin, immediately flush with running water from the eyewash station or safety shower for at least 20 minutes. Notify the instructor immediately.
30. When mercury thermometers are broken, mercury must not be touched. Notify the instructor immediately.

HANDLING CHEMICALS

31. All chemicals in the laboratory are to be considered dangerous. Do not touch, taste, or smell any chemicals unless specifically instructed to do so. The proper technique for wafting chemical vapors will be demonstrated to you.
32. Check the label on chemical bottles twice before removing any of the contents. Take only as much chemical as you need.



Science Student Safety Contract

Continued

33. Never return unused chemicals to their original containers.
34. Never use mouth suction to fill a pipet. Use a rubber bulb or pipet pump.
35. When transferring reagents from one container to another, hold the containers away from your body.
36. Acids must be handled with extreme care. You will be shown the proper method for diluting strong acids. Always add acid to water, swirl or stir the solution and be careful of the heat produced, particularly with sulfuric acid.
37. Handle flammable hazardous liquids over a pan to contain spills. Never dispense flammable liquids anywhere near an open flame or source of heat.
38. Never remove chemicals or other materials from the laboratory area.
39. Take great care when transporting acids and other chemicals from one part of the laboratory to another. Hold them securely and walk carefully.

HANDLING GLASSWARE AND EQUIPMENT

40. Carry glass tubing, especially long pieces, in a vertical position to minimize the likelihood of breakage and injury.
41. 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.
42. Inserting and removing glass tubing from rubber stoppers can be dangerous. Always lubricate glassware (tubing, thistle tubes, thermometers, etc.) before attempting to insert it in a stopper. Always protect your hands with towels or cotton gloves when inserting glass tubing into, or removing it from, a rubber stopper. If a piece of glassware becomes "frozen" in a stopper, take it to your instructor for removal.
43. Fill wash bottles only with distilled water and use only as intended, e.g., rinsing glassware and equipment, or adding water to a container.
44. 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.
45. Examine glassware before each use. Never use chipped or cracked glassware. Never use dirty glassware.
46. Report damaged electrical equipment immediately. Look for things such as

frayed cords, exposed wires, and loose connections. Do not use damaged electrical equipment.

47. If you do not understand how to use a piece of equipment, ask the instructor for help.
48. Do not immerse hot glassware in cold water; it may shatter.

HEATING SUBSTANCES

49. Exercise extreme caution when using a gas burner. Take care that hair, clothing and hands are a safe distance from the flame at all times. Do not put any substance into the flame unless specifically instructed to do so. Never reach over an exposed flame. Light gas (or alcohol) burners only as instructed by the teacher.
50. Never leave a lit burner unattended. Never leave anything that is being heated or is visibly reacting unattended. Always turn the burner or hot plate off when not in use.
51. You will be instructed in the proper method of heating and boiling liquids in test tubes. Do not point the open end of a test tube being heated at yourself or anyone else.
52. Heated metals and glass remain very hot for a long time. They should be set aside to cool and picked up with caution. Use tongs or heat-protective gloves if necessary.
53. Never look into a container that is being heated.
54. Do not place hot apparatus directly on the laboratory desk. Always use an insulating pad. Allow plenty of time for hot apparatus to cool before touching it.
55. When bending glass, allow time for the glass to cool before further handling. Hot and cold glass have the same visual appearance. Determine if an object is hot by bringing the back of your hand close to it prior to grasping it.

QUESTIONS

56. Do you wear contact lenses?
 YES NO
57. Are you color blind?
 YES NO
58. Do you have allergies?
 YES NO
If so, list specific allergies _____

AGREEMENT

I, _____
_____ (student's name) have read and agree to follow all of the safety rules set forth in this contract. I realize that I must obey these rules to ensure my own safety, and that of my fellow students and instructors. I will cooperate to the fullest extent with my instructor and fellow students to maintain a safe lab environment. I will also closely follow the oral and written instructions provided by the instructor. I am aware that any violation of this safety contract that results in unsafe conduct in the laboratory or misbehavior on my part, may result in being removed from the laboratory, 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 science classroom/laboratory environment.

With the cooperation of the instructors, 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 laboratory work. Please read the list of safety rules above. No student will be permitted to perform laboratory 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 science laboratory, and will instruct your son/daughter to uphold his/her agreement to follow these rules and procedures in the laboratory.

Parent/Guardian Signature

Date