|  |  |
| --- | --- |
| Calculator Wall Holder We will be using this set of class calculators during the year. In order to use the calculator you must put your phone in the pocket. If your phone is seen out during class you will have to put it in the pocket until the end of class. During a quiz or test you will only be allowed to use Mrs. Farmer’s class calculator! So make sure you practice with this calculator in class so you know how to use it. If your phone is seen out repeatedly it will be turned into the office and your parents will have to come get it from the office and/or a detention will be given. This calculator is a TI30xIIS model. (39) | Fire ExtinguisherTo properly use a fire extinguisher you need to read the instructions on the fire extinguisher. You should not have to use a fire extinguisher in this class, but now you know where it is in case your teacher needs you to bring it to them, or in case an emergency requires you to use it. Follow these key points:1. Pull the pin ring out
2. Aim at the bottom/base of the flames
3. Sweep side to side
4. Never use it on a person who is on fire!
5. Use common sense, evacuate if needed!

(105) |
| Fume HoodThe fume hood is used when you don’t want to breathe in the vapors from dangerous chemicals. There is a fan we can turn on and it sucks the air up through a vent to the outside. In order for it to work properly you need to have the glass portion called the “sash” pulled down as low as possible while still being able to put your hands and arms inside to do your work with the chemicals. (52) | Lab Bench #1There are 8 student lab benches in this classroom. They are all numbered based on the Atomic Number of various elements! There will typically be 4 students allowed per bench. If needed you may obtain teacher permission to add a 5th person, or you may be asked to make a new group by turning desks together to make a group in the seating area of the classroom. (47) |
| Thermometer DrawerThere are two types of thermometers in this drawer. The glass ones are called “alcohol thermometers” because they have a column of alcohol inside the glass tube. It expands as it is heated up so you can see it rise up the numbered glass column to read the temperature. The second type of thermometer is a digital thermometer. We will usually use a digital thermometer. In order to use the digital thermometer you need to take off the black cover (if there is one) to expose the metal probe, and you need to actually turn them on (depending on the model). Every year people tell me that the thermometer is broken, but they didn’t take off the cover or didn’t turn it on! Ha! (40) | Tongs DrawerIt is incredibly difficult for me as your teacher to be able to plan all the lessons, prepare for all the lessons, grade all the papers, respond to all my emails, set up the labs etc etc etc. There are only so many hours in a day! In order to be able to do the most number of labs possible, I need some help setting them up and cleaning them up! Students will either help set up or clean up a lab as part of the Warmup/Jumpstart at the start of class, or at the end of class if there is time. Another way you can help me set up and clean up labs is to keep an eye on School Loop – I will often post “Ticket Opportunity” on School Loop with a specific day at brunch/lunch/access that I need some help. If you come in at brunch/lunch/access to help me then I will reward you with some tickets! (62) |
| Graduated Cylinder CupboardGraduated cylinders are used to accurately measure the volume of liquids. The marks are relatively accurate so we will use them when accurate measurements are needed. Please be careful not to knock them over! They are typically made of glass!(63) | Beaker CupboardBeakers are used for holding chemicals and for mixing chemicals together. The markings on a beaker are NOT accurate! They are just rough estimations! Do not ever use a beaker to measure if specific accurate quantities are needed for a lab. (55) |
| Weigh Boat CupboardWeigh boats are semi-disposable trays used for holding chemicals. Whenever possible we will wash them and reuse them. Sometimes that isn’t possible and we will throw them away. Ask your teacher each time if you should wash them or throw them away. (71) | Pipette CupboardPipettes are used for carefully transferring small amounts of liquids. It is safer than pouring chemicals from a jug, bottle, or beaker. You can use pipettes to help you fill a graduated cylinder to a specific level because you can transfer such small quantities at a time. (108) |
| Erlenmeyer Flask CupboardWe always want to make sure we are thoroughly cleaning our glassware so that we do not end up contaminating our next experiment. In order to properly clean glassware follow these guidelines:1. Dispose of leftover chemicals the way your teacher tells you to each time.
2. Once the container is empty you can rinse it in the sink unless told otherwise.
3. Once the container has been emptied and washed, you need to rinse it with “de-ionized” water in order to make sure there are no minerals or ions left from the tap water as these can cause contamination in a new lab. The de-ionized water is in squirt bottles given to you by your teacher.
4. Dry the glassware and throw paper towels in the trash. If the trash is full, find a new trash can! Don’t let it over flow!

(49) | White Lab Tray Storage AreaCleaning up is not just a polite and responsible thing to do in a chemistry class, but it is also a safety issue. Failure to clean up after a lab will result in not be able to perform future labs. You may be asked to clean up your specific lab supplies or we may clean things up in a rotation fashion where each period takes a turn cleaning up. Either way, everyone eventually does their fair share. These are the general things we need to do in order to clean up at the end of a lab:1. Dispose of all chemicals the way your teacher tells you to for that lab.
2. Clean all glassware using proper techniques.
3. Clean your lab station itself and “reset” the station so it is ready for the next class period – make sure they have enough chemicals too!
4. Put your goggles in the sanitation cabinet. Make sure they are nice and neat so the UV rays can reach all the nooks and crannies to actually clean them!
5. Anything else that your teacher asks you to do in order to clean up!

(83) |

|  |  |
| --- | --- |
| Free Supplies BinsIt is important to have your supplies with you every day! If you run out these are ways you can get what you need. Color paper, binder paper and liquid glue are always available, you don’t need to ask. Just go get what you need! These blue bins on the back bookshelf are filled with random left over supplies I have, or lost and found supplies. They are also available and “up for grabs” at any time. You don’t need to ask, just go get what you need! If you want new supplies or glue sticks you can “buy” them from me using the “class tickets” or your materials pass. We want to encourage and expect responsibility in coming to class prepared as well as not wasting materials, but also want to make sure you can get what you need. This is why we have this system in place. Always come talk to me if you need something and don’t have tickets or materials passes, we can find ways for you to earn them! (92) | Goggle Sanitation CabinetGoggles must be worn any time there is heat, chemicals, or glass being used. Even if you think it is silly, it is a safety rule that will not be changed. Your vision is too important to take any chances with! Your goggles belong on your EYES and not on your forehead!!! If they fog up you can go sit in a desk and air them out. Do not put them on your forehead or pull them away from your face while at a lab bench. EVER. If you wear glasses the goggles should fit over your glasses. If not please come talk to me. You need to put goggles on your eyes BEFORE you are sitting at a lab bench. You may not hang out at a bench waiting for your friend to bring you goggles! The goggles may look “dirty” but they are sanitized with UV light between class periods so there are no germs on them. If you want to wash them with soap and water to help visibility that is totally fine! Just please dry the strap also! If you are caught not following proper goggle safety you will have the following consequences:1st offence – sit out for the remainder of the lab2nd offence – email/call home to parents3rd offence – referral to assistant principal  and/or a detention. (44) |
| Absent FoldersWhen you are absent it is your responsibility to figure out what was covered the day you were gone, and to make up all the work including Warmups/Jumpstarts. These are the things you should do instead of walking up to me and saying “did we do anything yesterday?” Of course we did stuff!1. Check the Absent Bin for handouts. Green folders are for Honors Chem, the blue folders are for Regular Chem.
2. Check the class website calendar and also the notebook pages or table of content pages (depending on if you are in regular or honors chem).
3. Ask a classmate what we did, ask to see their notes etc.
4. Then and only then, come ask me if you have clarifying questions or are confused by what you saw from steps #1-3.
5. Make up all work! Read the syllabus carefully so you understand the absent work policies. It is your responsibility to know the policies, and follow them!

(58) | Due Now and Absent/Late BasketsI will not grade any late or absent work, or fix any scores without a paper trail to keep a record of the changes. Absent work and late work both need a Grade Question “Gold Form” attached to them that explains what you are turning in and why, or which assignment there is an issue with and what the issue is. Late work also needs a homework pass attached. Homework passes allow you to turn in the assignment up to three days late maximum. Work turned in without a form will not be looked at or graded, it will just be given back to you. If it is an assignment that is glued into your notebook then fill out a form and show me the form and the assignment in your notebook during brunch/lunch/access. Do not rip it out of your notebook! I will sign the form and you can turn the gold form into the basket and that way you can keep your assignment in your notebook. (60) |
| Regular Chemistry HW BoardI do my absolute best to post homework in the classroom on this board and also on School Loop every day. You are expected to check BOTH places every day! If I post homework on the homework board but am unable to post it to School Loop at the end of the day, you are still responsible for doing the homework! Please be diligent about checking both places. If in doubt you need to email me asap! I will not attach handouts to School Loop, all handouts will be found on the class website if you need a copy. Sometimes you will need to post photos of work to Google Classroom. When an assignment is due on Google Classroom there will be a due by time included as part of the homework assignment. Things submitted after that time are considered late. (95) | Honors Chemistry HW BoardI do my absolute best to post homework in the classroom on this board and also on School Loop every day. You are expected to check BOTH places every day! If I post homework on the homework board but am unable to post it to School Loop at the end of the day, you are still responsible for doing the homework! Please be diligent about checking both places. If in doubt you need to email me asap! I will not attach handouts to School Loop, all handouts will be found on the class website if you need a copy. Sometimes you will need to post photos of work to Google Classroom. When an assignment is due on Google Classroom there will be a due by time included as part of the homework assignment. Things submitted after that time are considered late. (97) |
| Surge Protector for Charging PhonesPhones have been shown to have a direct negative impact on students’ grades in classes. They are a huge distraction. I understand that it is difficult to exercise self-control when it comes to keeping your phones out of site and out of mind. One thing that helps many students is choosing to turn their phones into the wall pockets here, and in exchange I will let you charge your phone with this surge protector! There are two conditions though: first, you need to bring your own charging cord, I don’t have any. Second, you need to leave your phone here the whole time. If you are caught with your phone out then you will have to put it in the pockets for the rest of the class period. Make a good choice and turn it in! You can make it one hour without your phone ☺ (104) | Access Sign In/Out ClipboardThis is the clipboard you will sign in and out on when it is Access Period. If your name is on a Google Doc instead of having a hard copy pass then just write Google Doc instead of pass number. If you have a physical pass you must show it to me before you leave! For this class, we will not have hard copy passes. You will sign up electronically on the front page of the class website. There is a link to fill out a google form. I will copy and paste the names from my form onto the school google doc so your teachers will let you leave the room and come to me for Access. You must fill this out before brunch the day you want to come because I will copy and paste the names at brunch! You can sign up as far in advance as you want!(80) |
| No Name BinIf your paper has no name on it, or a name I can’t read, it ends up in here. At the end of the month I recycle anything in here. It is your responsibility to check here if you don’t get your paper back when the rest of the class gets theirs passed back. (45) | Binder Paper HolderFeel free to help yourself to binder paper or plain computer paper! You don’t need to ask, it is here for everyone to use! If you are taking notes and run out of space in your notebook just take some paper and make a “flippy” where you glue it in on top of your notes! (54) |
| Desk #26I like to let students choose groups sometimes, sometimes I pick groups, and sometimes they are “semi chosen” groups meaning I give some parameters and you can choose within those parameters. We will use the labels on the desks for some of these groupings. We will make groups based on letters, color, or odd/even seat numbers. These are just a few of the ways we will make groups this year. (70) | Cupboard for Hot Plate CordsHot plates are a safer way to heat substances than using an open flame like a Bunsen burner. However, they pose some danger because it is not obvious when they are on and hot. ALWAYS assume a hot plate is hot and be careful around it. The previous class period may have turned them off but maybe they aren’t cooled down yet! When done with a hot plate you must always turn it off, unplug it and leave it on the bench to cool down(51) |
| Emergency Gas Shut Off ValveIf an emergency happens and we need to shut off the gas, push this big red button all the way into the wall!(59) | Color Paper HolderHelp yourself! You don’t need to ask to get paper, it is here for everyone to use!(85) |
| Eye WashIf you get chemicals in your eyes you will have to be at the eye wash for a full 15-20 minutes. It is an unpleasant feeling having to have people hold you down and hold your eyes open for 15-20 minutes because our natural instincts are to shut our eyes tightly when we get something in them. You will need to be at the eye wash for 15-20min before the paramedics can take you to the hospital. So KEEP YOUR GOGGLES ON YOUR EYES ALWAYS!!!(82) | Chemical ShowerThe chemical shower is for when someone has chemicals spilled over a large portion of their body, or is on fire. If you get chemicals on your body we will get all the students out of the room and you will take your clothes off and get in the shower for 15-20minutes before the paramedics take you to the hospital. If you are at risk for chemical burns, modesty goes out the window! I will not be able to demonstrate the chemical shower because the floor is not sloped correctly and it will flood the room! Eek! You will get to see a chemical shower in use during the lab safety video though ☺ (67) |
| Pass Back BinsIn order to make passing papers back faster, we will organize them by seat number from #1 on top to #35 on the bottom. I will hand them to the people sitting in the row closest to the windows and they will pass them across towards the clock wall. If someone is absent you need to give me their papers back so I can put them back in the pass back bins! (77) | Hot Plate CupboardTalk to Mrs. Farmer before cleaning a hot plate. The easiest way to clean a hot plate is to turn it on, get a lot of paper towels balled up and get them completely wet so it isn’t a fire hazard, use a pair of metal tongs and wipe the hot plate with the paper towels holding them with the metal tongs. The hot plate being hot and wiping with the cold wet towels will help get the gunk off the hot plate. (102) |
| Pencil SharpenerStudents are constantly asking me where the pencil sharpener is because it is hiding over here! Now you know where it is! It is only over here because this is where I had space next to an outlet – ha!(72) | Colored Masking TapeI will use this tape during the year to color code containers of chemicals so you know what is in each container. I will put the color tape on the beaker and then put some color tape on the whiteboard and write on the whiteboard what the color represents. This way we can work safely in the lab! If you want to use some masking tape to color code your notebook so it is easy to tell it’s yours feel free!(41) |
| Desk #3In order to save time during class I will often collect papers in seat number order. You will pass your paper across the row to your left, towards the window wall. You will always put your paper on the TOP of the stack, that way we will end up with #1 on top and #35 on the bottom. Once the row of papers makes its way to the window side of the room, Mrs. Farmer will collect the stacks from the people sitting closest to the window wall. This is why you must always put your seat number on your papers!(119) | Lab Bench #7You should always put your name, period and seat number on your papers or any forms that you turn into me! (107) |
| Lab Bench #6While I know you are probably capable of cleaning up broken glass, it is a liability that the school does not feel safe with. So the only person allowed to clean up broken glass is Mrs. Farmer! Please call me over and I will clean it up by myself. If glass breaks, do not walk around since you might step in small pieces you can’t see. Just shout for me and I will come on over. (61) | Class FormsThese are various forms that you will fill out during the year. The pink form is a generic form for when you need something. The blue form you will sometimes fill out on lab days. The gold form is what you fill out if you are turning in absent work, late work with a homework pass, or if there is an issue with a score that needs to be fixed. The green form is what you fill out when you are requesting to use your quiz retake pass to retake a quiz. (12) |