



Student Safety Form

Instructor		Course	Group
Student Name		Grade	Date
Parent/Guardian Name			Home Phone No.
Home Address	City	State	Zip
			Parent/Guardian Email
Emergency Contact Name		Relationship	Emergency Contact Phone No.

*In order to provide a safe and productive learning environment, students are required to follow **Machine Safety Procedures and Safe Practices** at all times while in a technology education course. Failure to return this form or failure to adhere to these requirements may include but may not be limited to exclusion from using machines and tools and/or disciplinary action.*

AACPS Machine Safety Procedures

Before Use:

1. Read and understand the machine safety rules
2. Observe a machine safety demonstration
3. Obtain 100% score on all safety quizzes
4. Ask for instructor permission to use the machine
5. Perform a visual inspection of yourself & the machine

During Use:

6. Follow all machine safety rules
7. Wear eye protection at all times

After Use:

8. Wait for machine to come to a complete stop before cleaning
9. Clean the machine and work area

Safe Practices

- Follow the **AACPS Machine Safety Procedures** found above
- Ask permission prior to each use of any tool or machine
- Use eye-protection devices as required by state law
- Remove or correct loose clothing, tie back long hair and roll sleeves above the elbows
- Do not leave a machine until it comes to a complete stop
- Wear shoes with closed toes
- Wear protective clothing and equipment as prescribed by the teacher
- Remove jewelry as required by machine safety rules
- Carry sharp or pointed tools facing down and away from others
- Do not enter instructor only red safety zones and permission is needed before entering the yellow zones
- Use equipment only while doing authorized work at authorized times
- Report all unsafe conditions to the teacher immediately
- No talking to, or otherwise distracting machine operators
- No running, yelling or throwing items, or making unnecessary noise
- Report all accidents to the teacher immediately
- Ask the teacher for help when uncertain of the safest procedure to follow
- Turn off the machine after every use
- Only do authorized work at authorized times
- The teacher must be present before the use of any tool or machine

I, the parent/ guardian and student, have read, understand, and agree to participate and abide by Machine Safety Procedures and Safe Practices while participating in this course at all times.

Student Signature	Date	Parent(s)/Guardian(s) Signature	Date
-------------------	------	---------------------------------	------

*Please make a copy of this document for your own records and return the original to your instructor.
A copy of this form is located under the Parents/Community link on our county's website at www.aacps.org/html/Parents/default.asp#Forms_*