

Name (PRINT): \_\_\_\_\_ Chemistry period: \_\_\_\_\_

### Regents Chemistry 2011-2012 Lab Safety and Policy Agreement

#### DOCUMENTED LAB HOURS AND REGENTS EXAM ELIGIBILITY

##### According NYS Education Department Regulations:

“In order to qualify to take a Regents examination in any of the sciences a student must complete 1200 minutes of actual hands-on (not simulated) laboratory experience with satisfactory documented laboratory reports. The 1200 minutes of laboratory experience must be in addition to the required classroom instruction associated with earning a unit of credit.”

- Kenmore West HS offers 1 period in a 6 day rotation of scheduled hands-on laboratory experience in addition to regular class time.
- Each completed lab exercise will be designated worth a certain number of lab credits. **1 lab credit=42 minutes of lab work)**
- During a marking period, a minimum of **8 lab credits** assigned by an individual instructor must be satisfactorily completed and on file prior to the end of that marking period. If this requirement is not met, the student will receive a **U on their report** with no possibility of a make-up.
- Students must successfully complete a **minimum of 30 lab credits (1200 minutes)** in order to be eligible to take the Regents Exam. These credits must be completed 7 days prior to the examination in June.

#### INCOMPLETE (UNSATISFACTORY) LAB REPORTS

##### Incomplete or unsatisfactory lab reports are not acceptable.

- The student is responsible for providing a quality response to **EACH** pre-lab question, data calculation or conclusion question. The student is responsible for seeking help during specified extra help sessions **prior** to the stated due date of the lab report if needed.
- An incomplete lab is defined as a report that contains **ANY** blank or otherwise unanswered pre-lab question, data calculation or conclusion question. *Specifically, even one blank anywhere in the lab report qualifies the lab as unsatisfactory.*
- An incomplete lab report will be graded in-full by the instructor and handed back to the student at the earliest possible time. Once the lab report is returned to the student, he or she will have **one class day** to fully complete and resubmit the lab report to the instructor. Once the student completes the lab in a satisfactory manner, the incomplete / unsatisfactory lab report will receive *half the points scored on the initially submitted report*. The satisfactorily completed re-submitted report will count as a lab credit. The lab report will be listed as a missing grade until the lab is completed and resubmitted.
- A report that is not submitted at this specified date and time will count as a zero in the laboratory average. The student is still accountable for submitting the lab in a satisfactory manner in order to meet the minimum **EIGHT** lab credits required by the end of the marking period which the report was assigned. At the time of submission, the missing grade will be changed to a late grade.

I have read the Student Safety Contract, understood it fully and agree to abide by it and all the laboratory safety instructions discussed during the first laboratory session.

I fully understand that any deviation from the rules and regulations will lead to appropriate disciplinary action, possible removal from Regents Chemistry and course failure.

I understand that I must complete all laboratory experiments during supervised laboratory sessions and submit a written laboratory report of satisfactory quality for all laboratory assignments. I must attend each laboratory session in order to have the NYS mandated number of laboratory clock minutes (1200). Each written laboratory report will be kept on file at the high school as evidence of the student's satisfactory completion of the laboratory requirement. Any deviation from these requirements will make me ineligible to take the June 2012 Regents Examination in Chemistry resulting in course failure.

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Student Signature and Date