Dear Parent/Guardian,

Your student is currently enrolled in a year- long technology education experience at Northwest Guilford High School. Throughout the year, your student has the potential to participate in activities, that if not taken seriously, can be dangerous. These activities involve utilizing machines, hot materials, sharp objects, and more. There are a few general rules that are vital to your student’s safety, and if these rules are followed, your student will get the best technology education experience possible.

* Always obey the directions of the instructor.
* Report all injuries, no matter how small to the instructor.
* Always wear eye protection when doing lab work.
* Inform your instructor of any machine you plan to operate.
* Never participate in horseplay or roughhousing in the lab.
* Make sure loose clothing and long hair are tied back.
* Encourage other students to follow safe working procedures.
* Always utilize your best judgement and behavior while working in the lab.

While these rules are general, and the specific rules will differ depending on the specific class and the project they will be completing, these general safety rules will allow for your student to be the safest while in the lab. I hope that throughout this process, I can count on the support of you and your student to ensure a safe and rewarding experience for all students. I ask that you sit down with your student and discuss the benefits of safe and diligent work in a laboratory setting so that it may reinforce the safety procedures we discuss in class.

Once you have read this paper, please print, sign and date this form so that I know that I have the support of you and your student in keeping our lab safe.

Student Name (Print) Student Name (Signature) Date

Parent/Guardian Name (Print) Parent/ Guardian Name (Signature) Date

Thank you very much for taking the time to discuss safety with your student. With your support, we can ensure that your student is the safest they can be, and can learn as much as possible. We encourage parents to visit the lab, so if you would like to set up a time to do so or have any questions or concerns, please do not hesitate to reach out to me!

**Mrs. Wanda Jenkins**

**Engineering Technology Instructor Email:** **jenkinw@gcsnc.com** **Phone: 336-605-3300 x1653**