Quenching sodium stills (and strong bases):

Dilute the solvent still with hexanes and start the quenching procedure by slowly adding isopropyl alcohol and swirling it from time to time. When the gas evolution has stopped and no sodium chunks can be seen in the still, slowly add methanol and let it sit in the fume hood for several hours to ensure complete quenching. Add water slowly and make sure that there is no exothermic reaction taking place, before disposing the solvent in the waste bottle.

NOTE: Always quench in a fume hood.

Remove any potentially flammable materials from the immediate area.