

## **School Grounds**

- No Trip Hazards
- No Litter
- Bus idle policy being followed
- No other vehicles idling by doors/air intakes/loading areas
- Sidewalks and Walkways clearly marked
- No standing water / evidence of standing water/water damage/intrusion
- Visible slope within 10' of building
- No accumulation of grass clippings by building
- Gutters properly connected and no sign of obstruction
- Building in good repair
- Walls and windows – in tact, no signs of cracking/bowing
- No chipping paint, water intrusion, mold
- No contamination near outside air intakes
- Air intakes protected by screens, louvers
- Exhaust (chemical) stacks, vents, chimney flues – location acceptable

## **Playgrounds**

- No use without staff supervision
- Equipment in good repair
- No entanglement / entrapment hazards on equipment
- Inspection reports made available
- Correct amount of protective surfacing
- Use zones free of obstructions & proper dimensions
- Swing S-hooks closed
- No unapproved swings (animal, multi-person, rope, rings, bars)
- Guardrails installed where appropriate

## **Solid Waste Disposal Area**

- Containers in good repair
- Clean & away from air intakes
- Lids in tact

## **Outdoor Athletic Facilities**

- Bleachers inspected annually
- No standing water
- Equipment stored correctly to prevent water & rodent harborage

## **Exterior Entrances & Exits**

- 5 step or 15' mats for all entrances
- Doors fit tightly

## **All Indoor Environments**

- Sanitary with no water/mold damage
- No excessive accumulation of dust
- No unnecessary equipment / clutter

- No evidence of pests
- Furniture in good repair / cleanable
- Drapes/blinds/shades in good repair
- No excessive chalk / marker dust
- Markers must be low or no volatile organic compound emitting
- Portable tables must be inaccessible or secured to the wall or floor to prevent tipping
- TV's securely anchored to carts
- Free standing shelving can not pose a tipping hazard
- Cleaning products in classrooms – inaccessible
- MSDS available for products not provided by the school
- Chemicals water based and low VOC emitting
- Floors – no tripping hazards
- No carpet in areas prone to moisture- including spaces around sinks/15' by entrances
- Area rugs in good repair
- Floors/Walls/Ceiling all intact
- No foul smelling odors
- CO2 levels not more than 700ppm above outside levels
- No excessive animal waste
- Animal containers have properly fitting lids / no roaming animals
- Hand washing available when handling animals
- No animals on surfaces where food may be consumed
- No prohibited animals on grounds depending on age of kids
- Animal feed properly stored and labeled
- Plumbing fixtures in good repair
- Drinking fountains – water pressure 1" above mouth guard
- Proper lighting available
- No excessive noise
- Placards posted for safety/emergency equipment
- Fans properly guarded / cleaned / good repair
- No stand alone laser pointers
- No ungrounded extension cords
- No extension cords for permanent equipment

## **Hallways / Stairwells**

- No storage that may impede egress
- Stair treads / handrail in good repair and secured

## **Science Rooms / Labs**

- Locked when not occupied
- Staff present when occupied
- Master gas shutoff clearly labeled and accessible
- No food / drinks
- No Mercury in anything
- PPE in good repair and available
- Fume hoods properly maintained/inspected/used
- No asbestos containing materials
- MSDS for all chemicals
- Chemical storage rooms / cabinets locked

- Chemical Inventory list / disposal log present and accessible
- Chemicals stored by compatibility & properly labeled
- Acids / Bases stored separate
- Nitric Acid stored separate
- Flammable / Combustible / Corrosive liquids stored separate in approved cabinets
- Shelving for storage have anti-roll lips & secured to wall or floor
- Storage rooms may be vented by continual mechanical means
- No appendix A chemicals
- No chemical storage in fume hoods, floors, or above user line of sight
- Refrigerators labeled as “Lab Refrigerator Only” & no food/drink
- Emergency shower / eye wash station located within 10 seconds – 15 min cont. flow
- No squeeze bottle eye wash
- First aid kit appropriately supplied
- Acid Neutralization Tank installed & inspected yearly

## **Visual Arts Room**

- No organic solvents, shellac, alcohol, rubber cement, aerosol sprays, oil paints, permanent magic markers, clay dusts & glazes, etching acids, non-water-based silk screen & Indian inks, dyes, or anything containing phenol or phenolic preservatives in elementary buildings
- All doors locked when not occupied
- Staff present when occupied
- Master gas shutoff valve clearly labeled & accessible
- No food or drink
- No use or storage of dry/powdered pigments or dry/powdered clays
- No use or storage of highly toxic pigments or paints / heavy metals (list in binder)
- No use or storage of highly toxic solvents / solvent-based inks or markers not ACMI approved
- No asbestos
- No solvents used in elementary classrooms unless AP label from ACMI
- PPE available and in good repair
- Aerosol sprays used under local exhaust, PPE worn, & under staff supervision
- Local exhaust system used when hazardous airborne contaminants generated
- Kilns need a local exhaust system & staff supervision
- Hand wash sinks in the classroom & equipped. –in close proximity for elementary classrooms
- All chemicals properly labeled, stored, & MSDS available
- Eye wash station available within 10 seconds & tested monthly (elementary rooms exempt)
- First aid & chemical spill kits appropriately supplied

## **Industrial Arts Room**

- All doors locked when not occupied
- Staff present while occupied
- Master gas shutoff valve clearly labeled & accessible
- Aisles clear of obstruction / no trip hazards
- No food / drink
- All floor holes properly covered
- Elevated platforms / walkways properly guarded
- No use or storage of dry/powdered pigments or clays or materials containing heavy metals
- No use or storage of highly toxic solvents or solvent-based inks/markers not ACMI approved
- No asbestos-containing material (chart in binder)

- No use or storage of western red cedar woods
- Solvents – labeled & used according to label, kept covered & capped when not in use
- Compressed air not used for cleaning purposes
- PPE equipped & in good repair
- Aerosol sprays under local exhaust only & with proper PPE
- Local exhaust system used when hazardous airborne contaminants generated
- Welding shields / screens present & in good repair
- Written safety plan in place
- Equipment in good repair
- Guards on blades/belts in place, operational, & secure
- Control switches / emergency shutoff switches accessible
- All machines / power tools powered off when no supervision
- Equipment placement not impeding egress
- Equipment not posing a tripping hazard – securely anchored
- Students using power tools have no rings, watches, or jewelry
- No ungrounded extension cords / no extension cords for permanent equipment
- All chemicals properly labeled, stored, & MSDS available
- Eye wash station available within 10 seconds & tested monthly (elementary rooms exempt)
- First aid & chemical spill kits appropriately supplied
- Hand washing facilities in classroom & equipped

## **Stage & Set Construction Areas**

- Must comply with Visual Arts Rooms & Industrial Arts Rooms requirements

## **Music Rooms**

- Mouth pieces for shared instruments not used by more than one student

## **Family & Consumer Science Rooms**

- First aid kits accessible & equipped
- No Mercury containing anything
- All appliances clean & in good repair
- Thermometer in refrigerators & holding at 41
- All food stored off the floor & in sealed containers
- Sinks available & equipped

## **Auditoriums & Student Dining Areas**

- Risers / platforms / guardrails in good repair & intact
- Edge of stage clearly marked or elevated
- Stage curtains in good repair, clean, & fire resistant
- Portable tables/furniture stored inaccessible to students or secured to the wall or floor
- Tables cleaned & sanitized between each use
- Floors cleaned after spills & after periods when food is served

## **Library / Media Center**

- TV's anchored to a cart, wall, or floor
- Shelving secured

## **Indoor Athletic Facilities**

- Equipment safe, sanitary, & in good repair
- Cleaning supplies readily available
- Appropriate protective matting provided
- Bleachers/folding seating inspected annually
- Hot & Cold water available on all faucets & showers (110 at showers, 85-110 at hand sinks)
- No standing water or mold
- Operational showers not used for storage – if storage, no shower heads & floor drains capped
- Showers have non-slip mats / surfacing in vicinity
- Drain traps / floor drains contain sufficient water
- Therapeutic whirlpools sanitary & equipped with operable exhaust fan

## **Restrooms**

- Fixtures sanitary, operable, & in good repair
- If supplied with automatic fixtures, provide flow for 10 seconds
- Supplied with soap, and a drying device
- Water available between 85 F & 110 F.
- Hand wash posters visible from all sinks
- Partitions clean & secure
- Covered waste receptacle in women's restrooms.
- Exhaust fan operable & continually operating while building is occupied
- Elevated diapering facility properly guarded

## **Custodial Closets**

- Inaccessible to unauthorized individuals
- Existing exhaust fans operated continuously
- Sinks equipped with backflow devices
- Chemicals properly labeled
- MSDS available
- Flammable / combustible liquids stored in approved cabinets

## **Mechanical Rooms**

- Doors locked
- Annual boiler inspection certificate available
- Floors free of slip, trip, fall hazards
- Flammable / combustible liquids stored in approved cabinets
- No storage of items that inhibit/restrict routine maintenance or cleaning

## **Attics, Mezzanines, Basements & Crawl Spaces**

- No evidence of leaks
- No evidence of animal or insect nests

## **Health Care Areas**

- Must have toilet and sink not used by general population
- Cot & mattress with waterproof cover
- Access to phone

- Locked medicine cabinet
- Current first aid reference document
- Sharps container
- Thermometer – no mercury

## **Administrative Areas**

- Break room clean & in good repair
- Food properly stored
- Have proper policies and procedures