

SCHOOL DISTRICT: _____
 SCHOOL NAME: _____ PHONE: _____
 ADDRESS: _____
 SCHOOL SUPERINTENDENT: _____ COUNTY: _____
 INSPECTION PURPOSE: ROUTINE _____ COMPLAINT _____ OTHER (Specify) _____

“X” Indicates a Deficiency:

<u>CAMPUS FACILITIES</u>		<u>WASTE WATER</u>	
1. Walls, Ceilings, Floors		33. Public / Onsite Sewerage (circle one)	
2. Roof		<u>WATER SUPPLY</u>	
3. Outside Doors		34. Public / Private (circle one)	
4. Windows		35. Cross Connection / Backflow	
5. Classrooms:		36. Fountains Angled / Maintained	
6. Emergency Plan Posted		<u>NURSE STATION</u>	
7. Storage Rooms		37. Nurse / First Aid Attendant	
8. “Keep Out of Reach of Children” Secured/Not in Classroom		38. Isolation Area	
9. Lighting:		39. Bed / Cot	
10. Shades, Blinds Adequate		40. Restroom / Lavatory – Hot & Cold Water	
11. Lumen		41. Supplies Locked if unattended	
12. Glare / Reflection		42. Medical Records Maintained	
13. Fixtures Clean / Shielded		43. Emergency Plan Posted	
14. Storage Rooms		<u>GROUND</u>	
15. Custodial Rooms, Locked, Appropriately Maintained		44. Playground / Equipment (Separate inspection form)	
16. Material Safety Data Sheets (posted conspicuously)		45. Clean / Well-drained	
17. Odors (specify)		46. Pest Harborage / Infestation (specify)	
18. Ventilation		47. Safety Hazards	
19. Restrooms:		48. Trash / Garbage Containers:	
20. Maintained		49. Clean	
21. Waste Receptacles		50. Adequate Numbers / Type	
22. Disposable Towels / Blow Dryer		51. Drain Plug / Lids	
23. Soap / Hot Water / Cold Water		52. Pool Meets State Pool Standards (Separate inspection form)	
24. Toilet Paper		<u>SAFETY</u>	
25. Gas Appliances Vented Outside		53. Appropriate Ground Fault Circuit Interrupters (GFCI) Outlets	
26. Filters / Vents Clean		54. Chemicals Properly Stored / Labeled / Locked if Unattended	
27. Electric Breaker Boxes Accessible		55. Emergency Shower / Eye Wash / Blanket	
28. Classroom Temperature		56. Shop Equipment Safe / Good Repair/ Personal Protective Equipment	
29. Pressure Relief Valves		57. Gas Bottles Secured / Capped / Separated	
30. Pest Infestation (specify)		58. Master Valves / Switches	
31. Integrated Pest Management Control Initiated		59. Disaster Contingency Plan	
32. Food Service Meets State Food Establishment Rules (Separate Inspection Form)		60. First Aid Kits Stocked	
		61. T.V.’s Secured on Carts	

Comments: _____

Inspected by: _____ School Official: _____
 Printed Name: _____ Printed Name: _____
 Date: _____ Date: _____

TEXAS DEPARTMENT OF HEALTH – ENVIRONMENTAL HEALTH CONSIDERATIONS FOR SCHOOLS

Campus Facilities:

- Walls, ceilings and floors should be clean and in a state of good repair.
- The roof should be maintained in a state of no chronic leaks.
- Outside doors should be maintained so as to prevent the entry of rodents, insects and other vermin.
- Windows clean and maintained in good repair.
- Classrooms and closets/storerooms should be maintained in a clean and orderly condition.
- Classrooms should have an emergency plan posted.
- Hazardous materials marked “Keep out of Reach of Children” should be secured and not stored in the classroom.
- Glare and reflection should not be present in classrooms. Shades and blinds should be adequate.
- Lighting intensity, in foot-candles, should be as follows: Library, sewing, typing – 70; classrooms – 50; cafeteria, kitchen – 30; corridors, storerooms – 20; auditorium – 15.
- Lights should be shielded or provided with shatterproof bulbs.
- Storage rooms should be orderly and kept locked when unattended.
- Custodial rooms should be orderly and kept locked when unattended.
- Material Safety Data Sheets (MSDS) should be conspicuously posted for the chemicals present.
- Noxious odors should be identified and the cause corrected.
- Adequate air circulation / ventilation should be provided.
- Restrooms should be maintained, provided with adequate waste receptacles, disposable towels or blow dryers, soap, hot and cold water through a mixing faucet, and toilet paper.
- Gas appliances should be vented to the outside.
- Air filters and vents should be maintained in a clean condition.
- Electrical breaker boxes should be fully accessible at all times.
- Uniform temperatures should be maintained in the classrooms at all times.
- Water heater pressure relief valves should be vented safely.
- Pest control work must be done by someone licensed by the Structural Pest Control Board (SPCB).
- An Integrated Pest Management (IPM) system has been established.
- Food Service Facilities meet the state Texas Food Establishment Rules (separate inspection form).

Waste Water:

- Onsite Sewerage Systems should be in accordance with Texas Natural Resource Conservation Commission (TNRCC) rules. Inspection reports should be available, on request, to the inspector.

Water Supply:

- Private water supplies should be tested at least monthly and the records should be made available, upon request, to the inspector. Any infractions should be promptly reported to TNRCC.
- Cross contamination of school water supplies should be avoided. Backflow preventors are installed on all threaded faucets where hoses are used.
- Water fountains should be maintained in good condition and the jet heads angled upward. The stream of water should not spill onto the floor.

Nurse Station:

- A nurse or person certified in advanced first aid or its equivalent should be available at all times.
- An isolation room or designated area for the isolation of a child, with a cot or bed, should be provided.
- A restroom with a lavatory supplied with hot and cold water through a mixing faucet & toilet facilities should be provided.
- Medication at the nurse’s station should be kept in a locked cabinet except during times of use.
- Medical records should be maintained for every child receiving treatment.
- Emergency plans, in the event of disaster during school hours, should be posted.

Grounds:

- Playgrounds and playground equipment should be maintained in a safe and sanitary manner in accordance with the U.S. Consumer Product Safety Commission standards (separate inspection form).
- Outside grounds should be clean and well drained.
- School grounds should be kept free of anything that provides a harborage habitat for animals.
- School grounds should be maintained free of hazards such as broken/hanging tree limbs, non-vaccinated domestic animals, tripping objects, unmarked guy wires, etc.
- Covered trash and garbage containers should be adequate to hold the trash / garbage as it accumulates and is collected. Putrescible materials should be collected daily. Dumpsters and other outside waste receptacles should be emptied at least twice weekly. These containers should be maintained in a clean condition, be equipped with a drain plug, and have an adequate lid that is kept closed at all times.
- Swimming pools shall meet the State Pool Rules (separate inspection form).

Safety

- Ground Fault Circuit Interrupters (GFCI) should be provided on electrical outlets within reach of metal pipes, plumbing fixtures, plumbing equipment or any metal objects, including tables, that can act as a ground.
- Chemicals should be properly stored and labeled.
- Laboratories should have an emergency shower, eye wash station and blanket. These items should be centrally located and readily accessible.
- Shop equipment should be safe and in good repair. Safety lines should be provided around floor mounted power tools. Personal Protective Equipment (PPE) should be readily available and maintained in good condition.
- Compressed gas cylinders should be properly secured and should be capped except when in use.
- Master valves to shut off the gas should be provided in each area that the gas is available.
- Master electrical switches / breakers should be provided in each area that has electrical equipment available.
- A contingency plan, in the event of a disaster, should be developed.
- Adequate number of First Aid Kits in appropriate locations. Kits adequately stocked.

PLEASE NOTE: This is not an all-inclusive list of items to be evaluated during the inspection.