

## **Management Support**

### **Safety, Operations and Maintenance of School Property Procedures**

#### **Playground Equipment:**

Plans to install playground equipment, either temporarily or permanently at a school site, will be reviewed by a committee appointed by the school principal, Executive Director of Operations, and other appropriate staff members. A representative from the current insurance carrier will be contacted prior to installation.

#### **Guidelines:**

- A. Equipment must meet the safety criteria listed below:
  - 1. All playground equipment must have an immediate ground surface that limits the impact from fall, according to ASTM F-355-72. The safety surface must extend to the maximum distance to which a fall could occur;
  - 2. Equipment is to be placed so as to take advantage of topography of surrounding terrain and far enough apart so that there will be a dispersion of children allowing safe, free movement with the least possible congestion;
  - 3. All equipment is to be free from hazardous protrusions, points and sharp edges;
  - 4. Exposed component materials are to be rust-free, clean and durable to use and weather with a minimum amount of splintering, flaking or other deterioration. Lead paint and creosote will not be used;
  - 5. Equipment that is low to the ground with a six (6) foot maximum vertical limit is preferred;
  - 6. All moving parts are to be concealed and be designed to minimize the chances of pinching or catching clothing or body; and
  - 7. All equipment must be securely anchored according to manufacturer's recommendations and installed by the manufacturer or an authorized representative.
- B. Equipment should require a minimum amount of maintenance, specifically for replacement of parts and painting;
- C. Equipment should be aesthetically appealing, and encourage active and creative use;
- D. Equipment should be difficult to vandalize; and

- E. Unpadded cement or steel stationary poles should not be in areas intended for running games.

The maintenance supervisor will coordinate installation of approved equipment with the school principal. Quarterly inspections will be conducted.

### **Chemical Safety**

The Board recognizes the potential health and safety hazards that exist as a result of chemical storage and handling. Instruction will be emphasized in the safe and proper use of chemicals and substances and proper laboratory techniques. All students and staff are to wear safety glasses or goggles whenever they are working under potentially hazardous conditions. Laboratories should be ventilated sufficiently enough to provide a healthful, non-hazardous environment.

1. Chemical substances will be labeled in accordance with National Fire Protection Association (NFPA) standards. Substances with an NFPA health, flammability or radioactivity rating of four (4) should not be used, unless provisions can be made for use in accordance with the special conditions as defined for that substance. Such substances include those that present an extreme health and/or radioactivity hazard; could form an explosive peroxide; or are defined as carcinogenic or mutagenic.
2. Annual inventories must be conducted for the purpose of identifying all substances, their shelf-life, proper labeling, and their condition of storage.
3. Reasonable efforts must be made to ensure proper storage of all hazardous substances. Since many chemicals are incompatible with each other, chemicals must be separated by family characteristics.
4. Chemical substances that have exceeded their shelf-life shall be disposed of properly.
5. A third-party assessment of the science laboratory will be conducted at least once every three years.

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