

Regulation 3517: Facilities Inspection

Status: DRAFT

Original Adopted Date: 09/18/2018 | **Last Reviewed Date:** 09/18/2018

The Superintendent or designee shall inspect school facilities to ensure that they are maintained in good repair. At a minimum, he/she/~~the Superintendent or designee~~ shall assess those facility conditions specified on the facilities inspection tool developed by the Office of Public School Construction, including, but not limited to, the following: (Education Code 17002, 35292.5)

1. Gas Leaks: Gas systems and pipes appear and smell safe, functional, and free of leaks.
2. Mechanical Systems: Heating, ventilation, and air conditioning systems, as applicable, are functional and unobstructed; appear to supply an adequate amount of air to all classrooms, ~~workspaces~~**work spaces**, and facilities; and maintain interior temperatures within normally acceptable ranges.
3. Windows and Doors: Windows and doors are intact, functional, and open, close, and lock as designed, unless there is a valid reason they should not function as designed.
4. Fences and Gates: Fences and gates are intact, functional, and free of holes and other conditions that could present a safety hazard to students, staff, or others. Locks and other security hardware function as designed.
5. Interior Surfaces (walls, floors, ceilings): Interior surfaces are free of safety hazards from tears, holes, missing floor and ceiling tiles, torn carpet, water damage, or other cause. Ceiling tiles are intact. Surfaces display no evidence of mold or mildew.
6. Hazardous Materials: Hazardous and flammable materials are stored properly. No evidence of peeling, chipping, or cracking paint is apparent. No indicators of mold, mildew, or asbestos exposure are evident. There does not appear to be evidence of hazardous materials that may pose a threat to the health and safety of students or staff.
7. Structures: Posts, beams, supports for portable classrooms and ramps, and other structures appear intact, secure, and functional as designed. Ceilings and floors are not sloping or sagging beyond their intended design. There is no visible evidence of severe cracks, dry rot, mold, or damage that undermines structural components.
8. Fire Safety and Emergency Equipment: Fire sprinklers, fire extinguishers, emergency alarm systems, and all emergency equipment and systems appear to be functioning properly. Fire alarm pull stations are clearly visible. Fire extinguishers are current and placed in all required areas, including every classroom and assembly area. Emergency exits are clearly marked and unobstructed.
9. Electrical Systems: Electrical systems, components, and equipment, including switches, junction boxes, panels, wiring, outlets, and light fixtures, are securely enclosed, properly covered and guarded from student access, and appear to be working properly.
10. Lighting: Interior and exterior lighting appears to be adequate and working properly. Lights do not flicker, dim, or malfunction, and there is no unusual hum or noise from light fixtures.
11. Pest/Vermin Infestation: No visible or odorous indicators of pest or vermin infestation are evident.
12. Drinking Fountains: Interior and exterior drinking fountains are functional, accessible, and free of leaks. Drinking water pressure is adequate. Fountain water is clear and without unusual taste or odor, and moss, mold, or excessive staining is not evident.
13. Restrooms: Restrooms are fully operational, maintained and cleaned regularly, and stocked at all times with supplies (including toilet paper, soap, and paper towels or functional hand dryers) in accordance with Education

Code_35292.5. The school keeps all restrooms open during school hours when students are not in classes and keeps a sufficient number of restrooms open during school hours when students are in classes, except when necessary to temporarily close a restroom for student safety or to repair the facility.

In addition, in ~~any~~ school serving any of grades 6-12 in which ~~40 percent or more of the students in the school or school attendance area are from low-income families~~ shall, at least 50 percent **all times, stock and make available and accessible free of cost, an adequate supply** of the school's restrooms are stocked with feminine hygiene ~~menstrual~~ products; **in every women's and all-gender restroom, and in at least one men's restroom. The district shall post in a prominent and conspicuous location a notice regarding this requirement that includes an email address and telephone number** for which students are not charged. **a designated individual responsible for maintaining the requisite supply of menstrual products.** (Education Code_35292.6; 20-~~USC~~ 6314)

14. Sewers: The sanitary sewer system controls odors as designed, displays no signs of stoppage, backup, or flooding in school facilities or on school grounds, and appears to be functioning properly.
15. Roofs: Roofs, gutters, roof drains, and downspouts appear to be functioning properly and are free of visible damage and evidence of disrepair when observed from the ground from inside and outside the building.
16. Drainage: School grounds do not exhibit signs of drainage problems, such as visible evidence of flooded areas, eroded soil, water damage to asphalt playgrounds or parking areas, or clogged storm drain inlets.
17. Playground/School Grounds: Playground equipment (exterior fixtures, seating, tables, and equipment), school grounds, fields, walkways, and parking lot surfaces are functional and free of significant cracks, trip hazards, holes, deterioration that affects functionality or safety, and other health and safety hazards.
18. Overall Cleanliness: School grounds, buildings, common areas, and individual rooms appear to have been cleaned regularly and are free of accumulated refuse and unabated graffiti. Restrooms, drinking fountains, and food preparation or serving areas appear to have been cleaned each day that school is in session.

In addition, to ensure the health and safety of students, the Superintendent or designee shall provide for the testing of drinking water on campus and of the soil and painted surfaces of school facilities for the presence of lead and/or other harmful substances, in accordance with state and federal standards.

The Superintendent or designee shall ensure that any necessary repairs or removal of hazards identified during the inspection are made in a timely and expeditious manner.

An assessment of the safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair as defined in Education Code_17002, shall be reported on the school accountability report card. (Education Code_33126)

Any complaint alleging a school facility condition that poses an emergency or urgent threat to the health or safety of students or staff, or alleging that a school restroom is not clean, maintained, **stocked**, or kept open, shall be addressed in accordance with AR 1312.4 - Williams Uniform Complaint Procedures.

The Superintendent or designee shall provide the **Governing** Board with regular reports regarding the district's facility inspection program **inspections** and updates of any visits to district schools by the County Superintendent of Schools: **to review school facilities.**

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

2 CCR 1859.300-1859.330

Ed. Code 1240

Ed. Code 17002

Ed. Code 17070.10-17077.10

Ed. Code 17565-17591

Ed. Code 17592.72

Ed. Code 33126

Ed. Code 35186

Ed. Code 35292.5-35292.6

Description

Emergency Repair Program -

<https://simbli.eboardsolutions.com/SU/ZtX55Ue9ctaSCHdnkNBQAw==>

County superintendent of schools, duties -

<https://simbli.eboardsolutions.com/SU/zxiNblNKXQ1Z3w2H1beZIA==>

State School Building Lease-Purchase Law, including definition of good repair -

<https://simbli.eboardsolutions.com/SU/SWCTtYtHl.bJV2oTkKplusAVTw==>

Leroy F. Greene School Facilities Act of 1998 -

<https://simbli.eboardsolutions.com/SU/fu4PsUtUAb4qYYOY9breHg==>

Property maintenance and control

Urgent or emergency repairs; School Facility Emergency Repair Account

School accountability report card

Complaints regarding teacher vacancy or misassignment

Restrooms; maintenance and cleanliness

Federal References

20 USC 6314

Description

Schoolwide programs

42 USC 300f-300j-27

Safe Drinking Water Act

Management Resources References

State Allocation Board, Public School Construction Facility Inspection Tool: School Facility Conditions Evaluation

Website

California County Superintendents Educational Services Association -

<https://simbli.eboardsolutions.com/SU/FJy7Gf2djdpluso3aMdrmcKQ==>

Website

California Department of Education, Williams Case -

<https://simbli.eboardsolutions.com/SU/lgEokvl5m4hnKA9yXFZS8A==>

Website

State Allocation Board, Office of Public School Construction -

<https://simbli.eboardsolutions.com/SU/UxUcDGuszWNedr16Dp8wuQ==>

Website

Coalition for Adequate School Housing -

<https://simbli.eboardsolutions.com/SU/zOaL3RZeOCPBOQ9GOYjpAg==>

Website

CSBA -

<https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==>**Cross References**

0460

Local Control And Accountability Plan -

<https://simbli.eboardsolutions.com/SU/Oa8UxEDuhq6BH2zsd274XA==>

0460

Local Control And Accountability Plan -

<https://simbli.eboardsolutions.com/SU/8eaD94eHfiVAA8KyIGL0hw==>

0510

School Accountability Report Card -

<https://simbli.eboardsolutions.com/SU/llinsdRy7GgR8Ac6plus39nlg==>

1312.4

Williams Uniform Complaint Procedures -

<https://simbli.eboardsolutions.com/SU/4nKsf7OqCyf78FQ5NpVbbA==>

1312.4-E PDF(1)

Williams Uniform Complaint Procedures -

<https://simbli.eboardsolutions.com/SU/Vouz1byLBrdGQklyvFslshGfg==>

1330.1

Joint Use Agreements -

<https://simbli.eboardsolutions.com/SU/6vO5XmWvh6GiKCUrP6C73w==>

3000

Concepts And Roles -

<https://simbli.eboardsolutions.com/SU/esslshvk4e9OagAbIEwiPdf8A==>

3311

Bids - <https://simbli.eboardsolutions.com/SU/4rOhsyLofrigJRhZplusN0Mg==>

3311 Bids - <https://simbli.eboardsolutions.com/SU/9Yfp9XgBK9CvZxdp5LHYFg==>

3511.1 Integrated Waste Management -
<https://simbli.eboardsolutions.com/SU/EK1OvO59BzRcFA3hziU4pQ==>

3511.1 Integrated Waste Management -
<https://simbli.eboardsolutions.com/SU/2HAJNftLDLKLvtlo4XdJQA==>

3514 Environmental Safety -
<https://simbli.eboardsolutions.com/SU/YguT6aXfo2478uReaoY2AA==>

3514 Environmental Safety -
<https://simbli.eboardsolutions.com/SU/oePN4p4p3v5y322yAcgfwg==>

3514.2 Integrated Pest Management -
<https://simbli.eboardsolutions.com/SU/W2Yj24iIN4UhsIshQ1VkiYZmQ==>

3516 Emergencies And Disaster Preparedness Plan -
<https://simbli.eboardsolutions.com/SU/dOrqkL6zGeHD5I2pKwHzwA==>

3516 Emergencies And Disaster Preparedness Plan -
<https://simbli.eboardsolutions.com/SU/MA2DL2Mnc9xXhOn6dxxRIA==>

3550 Food Service/Child Nutrition Program -
<https://simbli.eboardsolutions.com/SU/8PD4MufjPOdleCs1QuQQ3Q==>

3550 Food Service/Child Nutrition Program -
<https://simbli.eboardsolutions.com/SU/KVOgHhXokXVv3QqM5NwYslshQ==>

7110 Facilities Master Plan -
<https://simbli.eboardsolutions.com/SU/LplusUljchhmiKrmYftUrSrxg==>

7111 Evaluating Existing Buildings -
<https://simbli.eboardsolutions.com/SU/E1SSrpluswYLLnAmSxe4Ln1tw==>

9000 Role Of The Board -
<https://simbli.eboardsolutions.com/SU/yCFHLIFLUDCtfgppluseQHTjg==>