

CONSUMER HEALTH & FOOD SAFETY

ADMINISTRATIVE OPERATING POLICIES & PROCEDURES

SUBJECT: INSPECTION: SCHOOL PHYSICAL PLANT	EFFECTIVE DATE	APPROVED BY: Javier León
	JANUARY, 2005	DIVISION MANAGER

A. STATEMENT OF PURPOSE

This policy defines procedure for inspection of School Physical Plants.

B. POLICY

School Physical Plants are to be inspected at least once annually.

C. PROCEDURE

Observations made on School Physical Plant inspections should be documented using the "General Inspection" form.

Areas of Concern:

1. Playground
 - a. Equipment should be safe and in good repair.
 - b. Playground should be free of debris and properly drained.
 - c. Playground should be free of safety hazards.
2. Buildings
 - a. Interior walls, floors, ceilings, and attached fixtures must be clean and in good repair.
 - b. Buildings must be well ventilated, naturally or artificially, to prevent objectionable air currents.
 - c. Custodial closets should be free of conditions which could attract or support pests.
3. Water & Plumbing Fixtures
 - a. Water must be supplied by municipal or certified and approved source.
 - b. Mop sinks and faucets in custodial areas must be equipped with backflow prevention.
 - c. All drinking fountains must be of angle jet type and pressure regulated.

CONSUMER HEALTH & FOOD SAFETY

INSPECTIONS: SCHOOL PHYSICAL PLANT

P. 2 of 2

4. Restrooms

- a. Restrooms must be clean and well ventilated. Surfaces must be smooth, cleanable and in good repair.
- b. Lavatories must be in good repair, faucets must be functional and provide water under pressure.
- c. Soap and paper towels (or air dryers) must be supplied.
- d. Toilets must be in good repair and flush properly; toilet paper must be supplied.

5. Waste Disposal

- a. "Dumpsters" or containers must be fly proof and water tight. Lids must be kept closed when not in use.
- b. Garbage enclosures must be kept clean, solid wastes or debris should not be allowed to accumulate.
- c. Garbage must be collected at a rate to prevent nuisances from developing.