

Quick Assessment

Please use this voluntary assessment foldout to help you reduce and prevent exposures to common environmental health hazards in your school. Each topic area covered below has low or no-cost steps which can be taken to improve your students' environmental health. This tool also highlights waste reduction and energy efficiency strategies to help conserve valuable, financial resources.

Asbestos

Does the school have a readily available asbestos management plan?

Yes No N/A

Have all building operations and maintenance staff reviewed the asbestos management plan and understand how to minimize potential disturbance to ACM?

Yes No N/A

Asthma and Asthma Triggers

Are there policies that discourage the use of birds or furry animals such as mice, guinea pigs, and rabbits as pets in the school's classrooms?

Yes No N/A

Is the school's cleaning staff encouraged to use environmentally friendly cleaning products and "wet" dusting techniques whenever possible?

Yes No N/A

Are classrooms free of clutter? Are they dusted regularly? Are stuffed animals and pillows washed frequently?

Yes No N/A

Buses and Vehicle Idling

Have anti-idling policies been developed and implemented for buses that serve the school?

Yes No N/A

Have anti-idling zones been established for all vehicles at the schools (school buses, delivery trucks and parent's cars)?

Yes No N/A

Are all passenger pickup/drop off areas located away from school's air intake supply, classroom windows and exit doors?

Yes No N/A

Carbon Monoxide (CO)

Does the school's maintenance staff inspect and document the condition and findings for all gas burning appliances, furnaces and water heaters yearly to ensure they are properly operating?

Yes No N/A

Have CO detectors been installed in the school near appliances that burn natural gas, oil, wood or gas?

Yes No N/A

Chemical Management

Does the school conduct a yearly inventory of all chemicals present?

Yes No N/A

Does the school have a policy that prohibits any unauthorized toxic or hazardous chemicals from being brought into the school?

Yes No N/A

Are all chemicals properly labeled, stored in original containers, dated as to when they entered the school, and have accompanying MSDS information on site?

Yes No N/A

Are all toxic or hazardous chemicals stored in appropriate containers, separated by hazard category, in a ventilated, fire resistant, and locked area or cabinet?

Yes No N/A

Does the school conduct cleanouts of all chemicals that are unnecessary, outdated and posing a health risk on a regular basis?

Yes No N/A

Does the school ensure proper training of staff involved with chemical management? Are students properly trained before handling toxic or hazardous chemicals?

Yes No N/A

Drinking Water

If your school receives its drinking water from your own source, you are required to comply with a series of regulations under the Safe Drinking Water Act. Is the water tested according to regulations and the results documented?

Yes No N/A

Are water faucets, fountain screens and aerators regularly cleaned and sanitized?

Yes No N/A

Does the school have policies and procedures in place to prevent the disposal of hazardous substances down the toilets and/or dumping into storm drains?

Yes No N/A

Educational, Art & Science Supplies

Does your school have a policy to ensure that art materials, school supplies and toys purchased are labeled "Conforms to ASTM D4236"?

Yes No N/A

Do school policies encourage minimizing exposure to hazardous materials by substituting less- or nonhazardous materials where possible for classroom activities; prohibiting food consumption around hazardous chemicals; and, washing hands often?

Yes No N/A

Is the school staff reminded to follow the precautionary recommendations listed on the labels?

Yes No N/A

Does the school have updated Material Safety Data Sheets for all products being used?

Yes No N/A

Energy Efficiency

Are lights turned off when not in use or when natural daylight can be used?

Yes No N/A

Are thermostats set back in the evening and at other times when the building is unoccupied?

Yes No N/A

Does the school track energy performance, perform monthly maintenance of heating and cooling equipment, educate students and staff about how their behaviors affect energy use, and use systems and controls that improve light quality, heating and cooling as part of an energy efficiency program?*

Yes No N/A

Extreme Heat Events

Does the school advise the students to wear lightweight, light-colored and loose-fitting clothing during extreme heat events?

Yes No N/A

Does the school limit physical exertion outdoors during days with unhealthy air conditions or periods of extreme heat?

Yes No N/A

Indoor Air Quality/Ventilation

Does the school currently implement a proactive IAQ management program such as the "Indoor Air Quality (IAQ) Tools for Schools" program?

Yes No N/A

Does the school have a tobacco-free campus policy?

Yes No N/A

Does the school maintenance staff have a regular cleaning schedule for unit ventilators, supply air diffusers, return registers, outside air intakes, and commission the HVAC system a minimum of once every 5 years?

Yes No N/A

Are condensate pans clean, unobstructed and do they drain properly?

Yes No N/A

Are unit ventilators clear of books, papers and other items and other items that would block or hinder air flow?

Yes No N/A

Lead

Are the walls and interior surfaces free of cracking, chipping, or peeling paint, especially around doors or windows where painted surfaces rub together?

Yes No N/A

Are exterior walls and other large structures in the school grounds free of cracking, chipping, or peeling paint?

Yes No N/A

Does the school or school district provide a pre-renovation notification to staff and parents prior to construction activity?

Yes No N/A

Are all demolition and renovation activities impacting lead containing paint or other building materials in the school undertaken by "certified" and properly trained contractors?*

Yes No N/A

Do students wash hands before snacks, lunch and after recess?

Yes No N/A

Mercury

Has an inventory of all chemicals, materials and equipment containing mercury been completed?

Yes No N/A

Does the school have a mercury spill kit and spill response plan readily available on site?

Yes No N/A

Mold and Moisture Control

Is humidity in the school building maintained below 60%, and ideally between 30% and 50% where possible?*

Yes No N/A

Does the school maintenance staff repair all leaking plumbing and roof leaks in the building as soon as possible?*

Yes No N/A

Is the school building (walls/ceilings/floors) free of wetness or condensation?

Yes No N/A

Does the school maintenance staff clean and dry any wet or damp spots consistently within 48 hours?

Yes No N/A

PCBs in Caulk and Fluorescent Light Ballasts

Has the school determined whether the fluorescent light ballasts contain PCBs? If so, have the lighting fixtures in the school been retrofitted to adequately remove potential PCB hazards using recommendations highlighted in www.epa.gov/epawaste/hazard/tsd/pchs/pubs/ballasts.htm?

Yes No N/A

Has the school followed recommendations highlighted in www.epa.gov/pchs/caulk/caulkschoolkit.htm for potential PCB-containing caulk.

Yes No N/A

Pesticides and Pest Management

Do all floors in food service areas and classrooms where food is served get cleaned and mopped daily?

Yes No N/A

Are all food items stored securely in sealable containers or canisters?

Yes No N/A

Is all garbage bagged, completely closed, and placed in dumpsters outside the school building daily?

Yes No N/A

Are there high-density door sweeps installed on all doors to keep out mice, rats and roaches?*

Yes No N/A

Are all open spaces around utility pipes coming into the building blocked with copper mesh wire or other material to hinder entrance into the building by pests?*

Yes No N/A

Does the school have screens installed on all operable windows?*

Yes No N/A

Radon

Have all the first floor and basement classrooms of the school been tested for the presence of radon with results documented and available for public review?

Yes No N/A

If the classroom radon levels exceed 4pCi/L, has the school or school district installed radon mitigation systems?*

Yes No N/A

UV Radiation

Does the school post the daily UV Index to help staff protect student's overexposure to the sun?

Yes No N/A

Are students encouraged to wear protective, light weight clothing and/or sunscreen for recess during times of peak sun intensity?

Yes No N/A

Does the school have ample areas of shade to minimize time spent in the sunlight?

Yes No N/A

Waste Reduction

Does the school use an active waste reduction/recycling policy in place that promotes resource conservation, the purchasing of more environmentally friendly products, pre-post waste reduction audits, student involvement, and a curriculum that supports waste reduction and recycling?*

Yes No N/A

**Assessment Activities that may require additional, cost-effective resources and methods for resolution.*

Healthy School Environments Assessment Tool (HealthySEAT)

EPA has developed a free software tool to help school districts track and manage all environmental issues in their schools. The Healthy School Environments Assessment Tool (HealthySEATv2) is designed to be customized and used by district-level staff to conduct voluntary self-assessments of their school (and other) facilities, using checklists and assessment standards included with the software or customizing the tool to create their own checklists. The software generates letters and reports that can be used to follow up on any deficiencies found and to track progress in creating and maintaining healthy school environments. To learn more about HealthySEAT and how it can help improve the health and safety of students and staff, visit www.epa.gov/schools/healthyseat/basicinformation.html