

**Policy 3514.1: Hazardous Substances**

**Status:** ADOPTED

**Original Adopted Date:** 03/08/2004 | **Last Reviewed Date:** 03/08/2004

The Board of Trustees recognizes that potentially hazardous substances are used in the daily operations of our school. The Superintendent/Principal or designee shall ensure these substances are inventoried, used, stored and regularly disposed of in a safe and legal manner.

Insofar as possible, the Superintendent/Principal or designee shall minimize the quantities of hazardous substances stored on school property and shall substitute less dangerous materials for hazardous substances.

**Hazard Communication Program**

The Superintendent/Principal or designee shall develop, implement and monitor a written hazard communication program in accordance with state law. As part of this program, he/she shall ensure that employees are fully informed about the properties and potential hazards of substances to which they may be exposed and that material safety data sheets are readily accessible to them.

Teachers shall instruct students about the importance of proper handling, storage, disposal and protection when using any potentially hazardous substance.

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