

**Regulation 3514: Environmental Safety**

**Status:** ADOPTED

**Original Adopted Date:** 04/13/2017 | **Last Revised Date:** 01/09/2020 | **Last Reviewed Date:** 01/09/2020

The Superintendent may designate and train one or more employees to oversee and coordinate the district's environmental safety program(s). The responsibilities of overseeing assessments of district facilities, recommending strategies for the prevention and mitigation of environmental health risks, ensuring effective implementation of the district's progress in addressing environmental safety concerns.

**Indoor Air Quality**

In order to provide proper ventilation, humidity, and temperature in school facilities and to reduce indoor air contaminants, the following strategies shall be implemented:

1. Mechanically driven heating, ventilation, and air conditioning systems shall be operated continuously during working hours except under the circumstances specified annually and problems corrected within a reasonable time. Where the air supply is filtered, the filters shall be replaced or cleaned regularly to prevent significant ventilation rates, and maintenance shall be retained for at least five years. (8 CCR 5142-5143)

Staff shall ensure that airflow is not obstructed by the blocking of ventilators with posters, furniture, books, or other obstacles.

2. School facilities shall be regularly inspected for water damage, spills, leaks in plumbing and roofs, poor drainage, and improper ventilation so as to preclude the unsafe conditions. Wet building materials and furnishings shall be dried within 48 hours if possible to prevent mold growth. When evidence of mold or mildew is found, water intrusion and remove or clean moldy materials.
3. Exterior wall and foundation cracks and openings shall be sealed as soon as possible to minimize seepage of radon into buildings from surrounding soils.
4. Least toxic pest management practices shall be used to control and manage pests at school sites. (Education Code 17608-17614; Food and Agriculture Code 17608-17614)
5. A carbon monoxide detector or alarm shall be installed in all school buildings that contain a fuel-burning appliance, fireplace, or forced-air furnace, unless otherwise specified shall be located in close proximity to the appliance in order to accurately detect and alert school personnel of any leakage of carbon monoxide. (24 CCR 915.1)
6. Schedules and practices for routine housekeeping and maintenance shall be designed to effectively reduce levels of dust, dirt, and debris. Plain water, soap and whenever possible. Aerosols, including air fresheners and other products containing ozone, shall be avoided to the extent possible.
7. Painting of school facilities and maintenance or repair activities that require the use of potentially harmful substances shall be limited to those times when schools shall be properly ventilated with adequate time allowed prior to reopening for use by any person.
8. Paints, adhesives, and solvents shall be used and stored in well-ventilated areas. These items shall be purchased in small quantities to avoid storage exposure.
9. To the extent possible, printing and duplicating equipment that may generate indoor air pollutants, such as methyl alcohol or ammonia, shall be placed in locations away from staff.
10. The district's tobacco-free schools policy shall be consistently enforced in order to reduce the health risks caused by second-hand smoke.
11. Staff and students shall be asked to refrain from bringing common irritants such as furred or feathered animals, stuffed toys that may collect dust mites, scented candles, cologne, scented lotion or hair spray, nail polish or nail polish remover, or other personal care products that are not fragrance-free in classrooms, school buses, or other school facilities.

**Outdoor Air Quality**

The Superintendent or designee may coordinate with the local air resources control board and monitor local health advisories and outdoor air quality alerts to obtain information on radiation levels, and/or temperature and humidity.

Whenever a forecast indicates a significant health risk, the Superintendent or designee shall communicate with each principal so that outdoor activities, especially those limited in duration, or modified as necessary for all persons or for persons who may be particularly susceptible to the health risk involved.

**Reduction of Vehicle Emissions**

In order to reduce public exposure to toxic air contaminants, school bus drivers and other drivers of commercial motor vehicles shall limit unnecessary idling of vehicles. The Superintendent or designee may also request parents/guardians to turn off their vehicles when they are idling on school grounds and encourage students to walk and bike to school.

Any school bus that is diesel-fueled, dual-fueled, or alternative diesel-fueled and has a gross vehicle weight rating over 14,000 pounds shall be equipped with a particulate filter to reduce oxides of nitrogen emissions, and other pollutants. (13 CCR 2025)

**Drinking Water Safety**

The quality and safety of the district's drinking water sources shall be regularly assessed, and drinking fountains shall be regularly cleaned and maintained, to ensure that they are free of mold, lead, or other impurities or contaminants that may cause serious health concerns.

Whenever any contaminants in the drinking water are determined to be a concern, the Superintendent or designee shall take reasonable steps to identify the source of the contamination and provide safe drinking water. As needed, the Superintendent or designee shall provide alternative sources of drinking water, such as bottled water or on-site water filtration, to students during mealtimes and at other times throughout the day.

Whenever testing of drinking water finds concentrations of lead that exceed federal and state standards, the Superintendent or designee shall notify parents/guardians of the results and ensure that all drinking fountains or faucets where excess lead levels may exist are inoperable.

**Prevention of Lead Exposure**

In addition to testing for the presence of lead in drinking water in district schools, the following steps shall be taken to minimize potential exposure to lead in school facilities:

1. School facilities shall be kept as dust-free and clean as possible.
2. Lead-based paint, lead plumbing and solders, or other potential sources of lead contamination shall not be used in the construction of any new school facility or renovation project. (Education Code 32244)

3. Lead exposure hazards shall be evaluated before any renovation or remodeling is begun, and children shall not be allowed in or near buildings in which these activities comply with state and federal standards related to the handling and disposal of lead debris and the clean-up and containment of dust within the construction area.
4. Lead-based painted surfaces that are in good condition shall be kept intact. If lead-based paint is peeling, flaking, or chalking, contractors or workers shall follow procedures to minimize contamination when removing the paint.

5. Soil with low lead content may be covered with grass, other plantings, concrete, or asphalt. For soil with high lead content, removal and abatement are required.

Any action to abate existing lead hazards shall be taken only by contractors, inspectors, and workers certified by the California Department of Public Health in accordance with state and federal standards.

The Superintendent or designee shall notify parent/guardians, teachers, and staff members if significant risk factors for lead exposure are found. (Education Code 32141.5)

#### **Prevention of Mercury Exposure**

The Superintendent or designee shall identify any mercury-containing products that are present in district facilities and, to the extent possible, shall replace them with mercury-free products.

Staff shall receive information about proper procedures to follow in the event of a mercury spill. Clean-up instructions, a clearly labeled kit with necessary clean-up supplies, and a spill kit shall be available in each building.

In the event of a spill, staff shall evacuate all students from the immediate area of the spill, ensure that any clothing or other items with mercury on them remain in that area, and notify the local health department or environmental agency. Staff who are trained in proper clean-up procedures may carefully clean a small spill. As needed for larger or difficult-to-clean spills, the Superintendent or designee shall refer the spill to the local health department or environmental agency.

Any products containing mercury shall be properly disposed at an appropriate hazardous waste collection facility.

#### **Asbestos Management**

The Superintendent shall designate an employee who shall ensure that the district's responsibilities related to asbestos inspection and abatement are implemented in accordance with state and federal standards. This employee shall receive adequate training to perform these duties, including, as necessary, training on the health effects of asbestos; detection, identification, and assessment of asbestos-containing building materials; asbestos management programs; and relevant federal and state regulations. (40 CFR 763.84)

The designated employee shall ensure that the district complies with the following requirements:

1. School facilities shall be inspected for asbestos-containing building materials as necessary in accordance with the following:
  - a. Any school building that is leased, acquired, or otherwise used by the district shall be inspected for asbestos-containing building materials prior to its use. (40 CFR 763.85, 763.99)
  - b. At least once every six months, the district shall conduct a periodic surveillance consisting of a visual inspection of each school building that contains or is suspected to contain asbestos. (40 CFR 763.92)
  - c. At least once every three years, the district shall conduct a re-inspection of all known or assumed asbestos-containing building materials in each school building.

2. Based on the results of the inspection, an appropriate response which is sufficient to protect human health and the environment shall be determined from among the following: removal, enclosure, or monitoring. The district shall select the least burdensome response, taking into consideration local circumstances, including occupancy and use patterns within the school building and economic factors. (40 CFR 763.90)

3. An asbestos management plan for each school site shall be maintained and regularly updated to keep it current with ongoing operations and maintenance, periodic inspections, and response actions. (15 USC 2643; 40 CFR 763.93)

The asbestos management plan shall be available for inspection in district and school offices during normal business hours. Parent/guardian, teacher, and employee shall be informed of these plans. (40 CFR 763.84, 763.93)

4. Staff, students, and parents/guardians shall be informed at least once each school year about any inspections, response actions, and post-response actions, including removal or in progress. (40 CFR 763.84)
5. Inspections, re-inspections, periodic surveillance, and response actions, including operations and maintenance, shall be conducted in compliance with state and federal standards and all other individuals. (Education Code 49410.5; 40 CFR 763.84, 763.90)

Asbestos inspection and abatement work, preparation of a management plan, and any maintenance activities that may disturb asbestos-containing building materials shall be completed by state-certified asbestos inspectors or contractors. (15 USC 2646; 40 CFR 763.84, 763.85, 763.91)

6. All custodial and maintenance employees shall be properly trained in accordance with applicable federal and/or state regulations. (40 CFR 763.84)

All district maintenance and custodial staff who may work in a building that contains asbestos-containing building materials, regardless of whether they are required to receive such training, shall receive such training within 60 days after beginning employment. New maintenance and custodial staff shall receive such training within 60 days after beginning employment. Any staff who disturb asbestos-containing building materials shall receive 14 hours of additional training. The trainings shall address the topics specified in 40 CFR 763.92. (15 USC 2646; 40 CFR 763.84, 763.92)

7. Short-term workers, such as telephone repair workers, utility workers, or exterminators, who may come in contact with asbestos in a school shall be provided with training on asbestos-containing building materials. (40 CFR 763.84)

8. Warning labels shall be posted immediately adjacent to any known or suspected asbestos-containing building material located in routine maintenance areas in a school building.

The district shall maintain, in both the district and school offices and for a period of three years, records pertaining to each preventive measure and response action taken, including inspections, operations, and maintenance activities; and any fiber release episode. (40 CFR 763.94)

**State**

13 CCR 2025  
 13 CCR 2480  
 17 CCR 35001-36100  
 22 CCR 64670-64672.6  
 22 CCR 64673-64674  
 22 CCR 64675-64679  
 24 CCR 915.1-915.7  
 5 CCR 14010  
 8 CCR 1528-1537  
 8 CCR 337-339  
 8 CCR 340-340.2  
 8 CCR 5139-5223  
 Ed. Code 17002  
 Ed. Code 17070.75  
 Ed. Code 17582  
 Ed. Code 17590  
 Ed. Code 17608-17614  
 Ed. Code 32080-32081  
 Ed. Code 32240-32245  
 Ed. Code 48980.3  
 Ed. Code 49410-49410.7  
 F&A Code 11401-12408  
 F&A Code 13180-13188  
 Gov. Code 3543.2  
 H&S Code 105400-105430  
 H&S Code 113700-114437  
 H&S Code 116277

**Federal**

15 USC 2601-2629  
 15 USC 2641-2656  
 40 CFR 141.1-141.723  
 40 CFR 745.61-745.339  
 40 CFR 763.120-763.123  
 40 CFR 763.80-763.99  
 42 USC 1758  
 7 USC 136-136y

**Management Resources**

CA DHS Publication  
 CA EPA: Air Resources Board Publication  
 CA State Water Res. Control Board Pub.  
 California Department of Education Publication  
 California Department of Education Publication  
 CSBA Publication  
 CSBA Publication  
 CSBA Publication  
 CSBA Publication  
 Division of the State Architect Publication  
 U.S. EPA Publication  
 U.S. EPA Publication  
 U.S. EPA Publication  
 U.S. EPA Publication  
 U.S. EPA Publication  
 U.S. EPA Publication  
 Website  
 Website  
 Website

**Description**

Retrofitting of diesel school buses  
Vehicle idling limitations  
Lead abatement services  
Lead and copper in drinking water  
Water System Requirements  
Monitoring for Lead and Copper  
 California Building Standards Code; carbon monoxide devices  
 Procedure for site acquisition  
 Construction safety orders; exposure to hazards  
 Hazardous substances list  
 Occupational safety and health, rights of employees  
 Control of hazardous substances  
State School Building Lease-Purchase Law, including definition of good repair  
Facilities inspection  
 District deferred maintenance fund  
 Asbestos abatement fund  
 Healthy Schools Act of 2000  
 Carbon monoxide devices  
 Lead-Safe Schools Protection Act  
 Notification of pesticide use  
 Asbestos materials containment or removal  
 Pest control operations and agricultural chemicals  
 Healthy Schools Act of 2000  
 Scope of representation  
 Indoor environmental quality  
 California Retail Food Code; sanitation and safety requirements  
 Lead testing of potable water at schools and requirements to remedy

**Description**

Control of toxic substances  
 Asbestos Hazard Emergency Response Act  
 Drinking water standards  
 Lead-based paint standards  
 Asbestos worker protections  
 Asbestos-containing materials in schools  
 Food safety and inspections  
 Use of pesticides

**Description**

Report to the Legislature: Lead Hazards in California's Public Elementary Schools and Child Care  
 Facts about Truck and Bus Regulation School Bus Provisions, rev. March 22, 2011  
 FAQ about Lead Testing of Drinking Water in CA Schools; Updated for Assembly Bill 746/Health  
 Indoor Air Quality, A Guide for Educators, 1995  
 School Site Selection and Approval Guide, 2000  
 Sun Safety in Schools, Policy Brief, July 2006  
 Food Safety Requirements, Fact Sheet, October 2007  
 Indoor Air Quality: Governing Board Actions for Creating Healthy School Environments, Policy E  
 Asthma Management in the Schools, Policy Brief, March 2008  
 K-12 Occupancy Classification and Load Factors, IR A-26, rev. April 18, 2012  
 A Citizen's Guide to Radon: The Guide to Protecting Yourself and Your Family from Radon, 2014  
 Mold Remediation in Schools and Commercial Buildings, September 2008  
 The ABCs of Asbestos in Schools, rev. August 2003  
 Healthy School Environments Assessment Tool, rev. 2015  
 How to Manage Asbestos in School Buildings: AHERA Designated Person's Self-Study Guide, 1999  
 Indoor Air Quality Tools for Schools, rev. 2009  
CSBA District and County Office of Education Legal Services  
National Center for Environmental Health  
California Building Standards

**Management Resources**

Website	<a href="#">California Department of Education, Health and Safety</a>
Website	<a href="#">California Department of Pesticide Regulation</a>
Website	<a href="#">California State Water Resources Control Board</a>
Website	<a href="#">Centers for Disease Control and Prevention</a>
Website	<a href="#">Consumer Product Safety Commission</a>
Website	<a href="#">AirNow</a>
Website	<a href="#">California Air Resources Board</a>
Website	<a href="#">U.S. Department of Labor, Occupational Safety and Health Administration</a>
Website	<a href="#">U.S. Environmental Protection Agency</a>
Website	<a href="#">American Association of School Administrators</a>
Website	<a href="#">CSBA</a>
Website	<a href="#">California Department of Public Health</a>

**Cross References**

<b>Code</b>	<b>Description</b>
0200	<a href="#">Goals For The School District</a>
0400	<a href="#">Comprehensive Plans</a>
0450	<a href="#">Comprehensive Safety Plan</a>
0450	<a href="#">Comprehensive Safety Plan</a>
1240	<a href="#">Volunteer Assistance</a>
1240	<a href="#">Volunteer Assistance</a>
1312.4	<a href="#">Williams Uniform Complaint Procedures</a>
1312.4-E(1)	<a href="#">Williams Uniform Complaint Procedures</a>
1312.4-E(2)	<a href="#">Williams Uniform Complaint Procedures</a>
1400	<a href="#">Relations Between Other Governmental Agencies And The Schools</a>
3000	<a href="#">Concepts And Roles</a>
3510	<a href="#">Green School Operations</a>
3511	<a href="#">Energy And Water Management</a>
3511	<a href="#">Energy And Water Management</a>
3511.1	<a href="#">Integrated Waste Management</a>
3511.1	<a href="#">Integrated Waste Management</a>
3514.1	<a href="#">Hazardous Substances</a>
3514.1	<a href="#">Hazardous Substances</a>
3514.2	<a href="#">Integrated Pest Management</a>
3516	<a href="#">Emergencies And Disaster Preparedness Plan</a>
3516	<a href="#">Emergencies And Disaster Preparedness Plan</a>
3516.3	<a href="#">Earthquake Emergency Procedure System</a>
3516.5	<a href="#">Emergency Schedules</a>
3517	<a href="#">Facilities Inspection</a>
3517-E(1)	<a href="#">Facilities Inspection</a>
3530	<a href="#">Risk Management/Insurance</a>
3530	<a href="#">Risk Management/Insurance</a>
3540	<a href="#">Transportation</a>
3541	<a href="#">Transportation Routes And Services</a>
3541.1	<a href="#">Transportation For School-Related Trips</a>
3541.1-E(1)	<a href="#">Transportation For School-Related Trips</a>
3541.1-E(2)	<a href="#">Transportation For School-Related Trips</a>
3542	<a href="#">School Bus Drivers</a>
3550	<a href="#">Food Service/Child Nutrition Program</a>
3550	<a href="#">Food Service/Child Nutrition Program</a>
3580	<a href="#">District Records</a>
3580	<a href="#">District Records</a>
4112.9	<a href="#">Employee Notifications</a>
4112.9-E(1)	<a href="#">Employee Notifications</a>
4131	<a href="#">Staff Development</a>
4157	<a href="#">Employee Safety</a>
4157	<a href="#">Employee Safety</a>

<b>Code</b>	<b>Description</b>
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4231	Staff Development
4257	Employee Safety
4257	Employee Safety
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4331	Staff Development
4357	Employee Safety
4357	Employee Safety
5141.23	Asthma Management
5141.23	Asthma Management
5141.6	School Health Services
5141.6	School Health Services
5141.7	Sun Safety
5142	Safety
5142	Safety
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
6142.5	Environmental Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6163.2	Animals At School
6163.2	Animals At School
7110	Facilities Master Plan
7111	Evaluating Existing Buildings
7150	Site Selection And Development
7150	Site Selection And Development

---