

# VALLEY STREAM UNION FREE SCHOOL DISTRICT TWENTY-FOUR

## BUILDINGS AND GROUNDS MAINTENANCE AND INSPECTION

Policy 7100

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To accommodate the School District's educational program, the Board of Education is committed to providing suitable and adequate facilities. To this end, proper maintenance and inspection procedures are essential. The Board of Education directs the Superintendent of Schools to ensure that proper maintenance and inspection procedures are developed for every school building.

Consistent with federal and state law and regulations, the following items will be included in the School District's buildings and grounds maintenance and inspection procedures:

### Comprehensive Maintenance Plan

A comprehensive maintenance plan for all major building systems will be instituted to ensure each occupied building is maintained in a state of good repair. Such plan will include provisions for a least toxic approach to integrated pest management and establish maintenance procedures and guidelines which will contribute to acceptable indoor air quality. The plan shall be available for public inspection.

Procedures will also be established which address the safety of building occupants during maintenance activities including standards for exiting, ventilation, asbestos and lead protocols, noise abatement and control of chemical fumes, gases and other contaminants.

The School District will follow the guidelines established by the Commissioner of General Services for the use and purchase of environmentally sensitive cleaning and maintenance products. All school personnel shall be notified by the availability of such guidelines.

### Building Condition Surveys

Each occupied School District building will be assessed every five (5) years by a building condition survey. This survey will be conducted by a team that includes at least one licensed architect or engineer and will include a list of all program spaces and inspection of building system components for evidence of movement, deterioration, structural failure, probable useful life, need for repair and maintenance and need for replacement. Building condition survey reports will be submitted to the Commissioner by January 15th of every fifth year after the filing of the last survey.

Each year the Superintendent of Schools or his/her designee will report to the Board of Education on the progress of the projects listed in the Building Condition Survey.

### Visual Inspections

A visual inspection of building system components in each occupied School District building will take place when required by the State or Commissioner of Education. The inspection will be conducted by a team including a local code enforcement official, the Facilities Director or his/her designee and a member of the Health and Safety Committee. The inspection report will be made available to the public.

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A corrective action plan will be developed by a licensed architect or engineer if a deficiency exists in any of the buildings.

### Fire Safety Inspections

An annual inspection for fire and safety hazards will be conducted in accordance with a schedule established by the Commissioner of Education. The inspection will be conducted by a qualified fire inspector and the report will be kept in the School District Business office. Any violation of the State Uniform Fire Prevention and Building Code shall be corrected immediately or within a time frame approved by the Commissioner of Education.

### Safety Rating System

A safety rating keyed to the structural integrity and overall safety of each occupied school building will be provided on an annual basis in consultation with the Health and Safety Committee. Safety ratings will be based on the safety rating system developed by the Commissioner and will comply with all statutory and regulatory requirements.

Building Principals shall, on an on-going basis, undertake their own inspections of school buildings and grounds, searching for any dangerous or hazardous conditions and take immediate steps to remedy the problem.

Cross-ref: Policy 7200 Pesticides and Pest Management  
Policy 7300 Reporting of Hazards

Ref: 29 CFR §§ 1910 et seq.  
40 CFR Part 763  
Education Law §§409-d; 409-e; 409-I; §807-a  
Labor Law §§875-883  
Public Health Law §§4800-4808  
Environmental Conservation Law §33-0725  
6 NYCRR Part 325  
8 NYCRR §§155.1; 155.4; 155.8  
9 NYCRR Parts 600-1250  
12 NYCRR Part 56

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