

## **Safety, Operations and Maintenance of School Property**

### **A. Facilities Maintenance**

The superintendent will provide for a program to maintain the district physical plant and grounds by way of a continuous program of repair, maintenance and reconditioning. Budget recommendations will be made each year to meet these needs and any such needs arising from an emergency.

### **B. Infrastructure Management**

The Sequim School District Board of Directors also desires to maintain the infrastructure of district facilities.

In order to assure state funding, for facilities constructed new or new in lieu after 1994, the board will adopt an asset preservation program (APP). The APP will preserve the district facilities by employing a system of predictive, preventative, and proactive processes. Annually, the superintendent will report to the board on the condition of the facilities and the effectiveness of the APP. Every sixth year an independent assessment will be conducted and reported to the board and the Office of Superintendent of Public Instruction.

Additionally, the superintendent will develop a process to evaluate all pre-1994 facilities for possible participation in the asset preservation program.

For initial participation in the APP, the board will submit a resolution to the Office of Superintendent of Public Instruction committing the district to implement the program.

The superintendent will develop procedures for the asset preservation program.

### **C. Playground Equipment**

The board recognizes that playground equipment is an essential part of a complete school facility. All playground equipment, whether purchased by the district or donated by a community or school-related group, should be assessed in terms of suitability and durability and for possible health or safety hazards. Consideration will also be given to potential hazards when the playground is unsupervised during non-school hours.

The superintendent will develop specifications for playground equipment and related play surfaces. These specifications shall serve as criteria for the selection of playground equipment. Selection and installation of playground equipment will be based upon safety and contribution to child development.

### **D. Chemical and Laboratory Safety**

The board recognizes the potential health and safety hazards that exist as a result of chemical storage and handling. Instruction will be emphasized in the safe and proper use of chemicals and substances and proper laboratory techniques. All students and staff are to wear safety glasses or goggles whenever they are working under potentially hazardous conditions. Laboratories should be ventilated sufficiently enough to provide a healthful, nonhazardous environment.

The superintendent is directed to establish safety guidelines and procedures which will minimize the hazards inherent in the science classes and laboratories in the schools.

### **E. Destruction of School Property**

Staff will ensure that buildings, grounds, equipment and furniture are not abused. Students or non-students who abuse school property may be disciplined and required to pay for the damage incurred.

The superintendent will establish procedures for the investigation and reporting of damage or loss and will initiate action to collect for damages. A student's grades, transcript or diploma may be withheld until restitution is made.

All accidents, incidents, and injuries will be reported on the proper form to the district office with full knowledge of the supervisor or principal.

Cross Reference:	Board Policy 2151 Board Policy 3520 Board Policy 6511 Board Policy 6605	Interscholastic Activities Student Fees, Fines, Charges Staff Safety Student Safety Walking to School and Riding Buses
Legal Reference:	RCW 28A.335.300 RCW 28A.635.060  WAC 392-347-023	Playground matting Defacing or injuring school property — Liability of pupil, parent, or guardian — Withholding grades, diploma, or transcripts — Suspension and restitution — Voluntary work program as alternative — Rights protected State Assistance in Post 1993 Facilities
Management Resources:	<i>Policy News</i> , October 2011 <i>Policy News</i> , June 2009	Policy Manual Revisions New Rules for Asset Preservation Program