

3701-54-08 Specialty classroom inspections.

Room: 2010, 2040, 116, 118 & 123

Date _____ Inspected by: _____

(A) Inspection of science classrooms shall include the following:

Complies:

- Yes ___ No ___ NA ___ (1) All doors to the science classroom shall be locked when the classroom is not occupied;
- Yes ___ No ___ NA ___ (2) Staff shall be present while the room is occupied;
- Yes ___ No ___ NA ___ (3) Master gas shutoff valve shall be clearly labeled, easily accessible in the classroom and immediately operable by staff;
- Yes ___ No ___ NA ___ (4) Food and drinks shall be prohibited in the classroom, storage room and other areas where chemicals are used or stored;
- Yes ___ No ___ NA ___ (5) There shall be no elemental mercury or thermometers, barometers or other portable devices containing elemental mercury in the classroom or storage room;
- Yes ___ No ___ NA ___ (6) There shall be no excessive accumulation of dust or sediment on any surfaces;
- Yes ___ No ___ NA ___ (7) Personal protective equipment shall be in good repair and available for use when appropriate according to the safety plan;
- Yes ___ No ___ NA ___ (8) Fume hoods shall be in use when hazardous airborne contaminants are generated as part of classroom activities. Fume hoods shall be properly maintained in accordance with manufacturer's instructions and inspected annually. Documentation of all maintenance and inspections shall be readily available upon inspection;
- Yes ___ No ___ NA ___ (9) There shall be no use of asbestos containing materials;
- Yes ___ No ___ NA ___ (10) Hand washing facilities shall be available in the classroom and shall be supplied as required in paragraphs (F)(1) to (F)(5) of the Administrative Code. Laboratory sinks may fulfill this requirement, if properly supplied;

*Administrative Code (F) Inspection of restrooms shall include the following:

- Yes ___ No ___ NA ___ (1) All plumbing fixtures shall be sanitary, operable, properly supplied and in good repair;
- Yes ___ No ___ NA ___ (2) Sinks supplied by automatic or low-flow fixtures shall provide a continuous flow of water for at least ten seconds;
- Yes ___ No ___ NA ___ (3) Hand washing sinks shall be provided with hand cleaning liquid, powder, or bar soap and individual, disposable towels, continuous towel system that supplies the user with a clean towel or a heated-air hand drying device;
- Yes ___ No ___ NA ___ (4) Tempered water shall be available at all sinks;
- Yes ___ No ___ NA ___ (5) Hand-washing posters shall be posted and visible from all sinks;

(11) Hazard communication shall be in accordance with the following:

- Yes ___ No ___ NA ___ (a) All containers of chemicals used in the classroom shall be properly labeled, with the exception of containers used during an immediate classroom period; and
- Yes ___ No ___ NA ___ (b) Material safety data sheets shall be accessible to staff for all classroom chemicals.
- (12) Chemical storage shall be in accordance with the following:
- Yes ___ No ___ NA ___ (a) Chemical storage rooms and chemical storage cabinets shall be inaccessible to students or locked while not in use;
- Yes ___ No ___ NA ___ (b) A comprehensive chemical inventory list and disposal log shall be present and immediately accessible to staff;
- Yes ___ No ___ NA ___ (c) Chemicals shall be stored according to chemically compatible families and shall be properly labeled;
- Yes ___ No ___ NA ___ (d) Acids and bases shall be stored in separate, dedicated cabinets;
- Yes ___ No ___ NA ___ (e) Nitric acid shall be stored separately from all other acids;
- Yes ___ No ___ NA ___ (f) All flammable or combustible and corrosive liquids shall be stored separately, in approved cabinets and properly labeled;
- Yes ___ No ___ NA ___ (g) Shelves or shelving units for chemical storage shall be in good repair, adequately supported, have anti-roll lips and shall be secured to the wall or floor;
- Yes ___ No ___ NA ___ (h) Chemical storage rooms may be vented with a mechanical exhaust system. If an exhaust system is present, it shall operate continuously;
- Yes ___ No ___ NA ___ (i) No chemicals from appendix A to this rule shall be used or stored in the classroom;
- Yes ___ No ___ NA ___ (j) Chemicals shall not be stored in fume hoods, on floors or above user's line of sight;
- Yes ___ No ___ NA ___ (k) Refrigerators used for chemical storage or specimen storage should be marked with a UL label which states the model is listed as a laboratory refrigerator; and
- Yes ___ No ___ NA ___ (l) Food and drinks shall not be stored in refrigerators storing chemicals or specimens.
- Yes ___ No ___ NA ___ (13) Emergency showers and eyewash stations shall be operational, unobstructed and located within ten seconds of all workstations. Eyewash stations shall have at least fifteen minutes of continuous water flow with adequate pressure and shall be capable of flushing both eyes simultaneously. Documentation that emergency showers and eyewash stations have been tested monthly shall be available upon inspection;
- Yes ___ No ___ NA ___ (14) First aid and chemical spill kits shall be appropriately supplied and immediately accessible to staff.
- Yes ___ No ___ NA ___ (15) Schools that dispose of chemicals shall have an acid neutralization tank installed on the premises. The acid neutralization tank shall be inspected once yearly by a qualified individual, familiar with the design and maintenance of such systems, to determine performance of the system and to assure chemicals do not enter the sanitary sewer system without treatment. A schematic or drawing showing the location of the tank shall be maintained in each school building and shall be readily available to the sanitarian upon inspection as well as documentation of the yearly inspection.

Room: 2020 & 124

Date _____ Inspected by: _____

(B) Inspection of the visual arts classrooms shall include the following:

Complies:

- Yes ___ No ___ NA ___ (1) All doors to the classroom shall be locked when the classroom is not occupied;
- Yes ___ No ___ NA ___ (2) Staff supervision shall be present while the room is occupied;
- Yes ___ No ___ NA ___ (3) If gas is used in the classroom, the master gas shutoff valve shall be clearly labeled and easily accessible in the classroom and immediately operable by staff;
- Yes ___ No ___ NA ___ (4) Food and drinks shall be prohibited in the classroom;
- Yes ___ No ___ NA ___ (5) There shall be no use or storage of the following items:
- Yes ___ No ___ NA ___ (a) Dry or powdered pigments or dry or powdered clays;
- Yes ___ No ___ NA ___ (b) Highly toxic pigments or paints;
- Yes ___ No ___ NA ___ (c) Materials containing heavy metals;
- Yes ___ No ___ NA ___ (d) Highly toxic solvents;
- Yes ___ No ___ NA ___ (e) Solvent based inks or markers that are not "Art and Creative Materials Institute" (ACMI) approved; and
- Yes ___ No ___ NA ___ (f) Asbestos containing materials.
- Yes ___ No ___ NA ___ (6) Solvents shall not be used in elementary classrooms unless an AP label from ACMI is present. Solvents used in secondary education classrooms shall be covered or capped during instructional or activity periods and when not in use and shall be properly labeled;
- Yes ___ No ___ NA ___ (7) There shall be no excessive accumulation of dust or sediment on any surfaces;
- Yes ___ No ___ NA ___ (8) Personal protective equipment shall be in good repair and available for use when appropriate according to the safety plan;
- Yes ___ No ___ NA ___ (9) Aerosol sprays shall be used under local exhaust systems, while using the appropriate personal protective equipment and under staff supervision;
- Yes ___ No ___ NA ___ (10) Local exhaust systems shall be in use when hazardous airborne contaminants are generated as part of classroom activities. Local exhaust systems shall be properly maintained in accordance with manufacturer's instructions and inspected annually. Documentation of all maintenance and inspections shall be readily available upon inspection;
- Yes ___ No ___ NA ___ (11) Kilns shall have local exhaust systems and shall be used under staff supervision;
- Yes ___ No ___ NA ___ (12) Hand washing facilities shall be in the classroom and shall be supplied as required in paragraphs (F)(1) to (F)(5) of rule 3701-54-09 of the Administrative Code. For elementary education classrooms, hand washing facilities may be located in close proximity to the classroom;

*Administrative Code (F) Inspection of restrooms shall include the following:

- Yes ___ No ___ NA ___ (1) All plumbing fixtures shall be sanitary, operable, properly supplied and in good repair;
- Yes ___ No ___ NA ___ (2) Sinks supplied by automatic or low-flow fixtures shall provide a continuous flow of water for at least ten seconds;
- Yes ___ No ___ NA ___ (3) Hand washing sinks shall be provided with hand cleaning liquid, powder, or bar soap and individual, disposable towels, continuous towel system that supplies the user with a clean towel or a heated-air hand drying device;
- Yes ___ No ___ NA ___ (4) Tempered water shall be available at all sinks;
- Yes ___ No ___ NA ___ (5) Hand-washing posters shall be posted and visible from all sinks;
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- Yes ___ No ___ NA ___ (13) Hazard communication shall be in accordance with paragraph (A)(11) of this rule;
- *Paragraph (A)(11) of this rule - (11) Hazard communication shall be in accordance with the following:
- Yes ___ No ___ NA ___ (a) All containers of chemicals used in the classroom shall be properly labeled, with the exception of containers used during an immediate classroom period; and
- Yes ___ No ___ NA ___ (b) Material safety data sheets shall be accessible to staff for all classroom chemicals.
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- Yes ___ No ___ NA ___ (14) Chemicals shall be stored in accordance with paragraph (A)(12) of this rule;
- *Paragraph (A)(12) of this rule - (12) Chemical storage shall be in accordance with the following:
- Yes ___ No ___ NA ___ (a) Chemical storage rooms and chemical storage cabinets shall be inaccessible to students or locked while not in use;
- Yes ___ No ___ NA ___ (b) A comprehensive chemical inventory list and disposal log shall be present and immediately accessible to staff;
- Yes ___ No ___ NA ___ (c) Chemicals shall be stored according to chemically compatible families and shall be properly labeled;
- Yes ___ No ___ NA ___ (d) Acids and bases shall be stored in separate, dedicated cabinets;
- Yes ___ No ___ NA ___ (e) Nitric acid shall be stored separately from all other acids;
- Yes ___ No ___ NA ___ (f) All flammable or combustible and corrosive liquids shall be stored separately, in approved cabinets and properly labeled;
- Yes ___ No ___ NA ___ (g) Shelves or shelving units for chemical storage shall be in good repair, adequately supported, have anti-roll lips and shall be secured to the wall or floor;
- Yes ___ No ___ NA ___ (h) Chemical storage rooms may be vented with a mechanical exhaust system. If an exhaust system is present, it shall operate continuously;
- Yes ___ No ___ NA ___ (i) No chemicals from appendix A to this rule shall be used or stored in the classroom;
- Yes ___ No ___ NA ___ (j) Chemicals shall not be stored in fume hoods, on floors or above user's line of sight;
- Yes ___ No ___ NA ___ (k) Refrigerators used for chemical storage or specimen storage should be marked with a UL label which states the model is listed as a laboratory refrigerator; and

Yes ___ No ___ NA ___ (I) Food and drinks shall not be stored in refrigerators storing chemicals or specimens.

Yes ___ No ___ NA ___ (15) Eyewash stations shall be operational, unobstructed and located within ten seconds of all work stations. Eyewash stations shall have at least fifteen minutes of continuous water flow with adequate pressure and be capable of flushing both eyes simultaneously. Documentation that eyewash stations have been tested monthly shall be available upon inspection. Elementary school art classrooms, where there is art instruction for only elementary school students, are exempt from the requirement for an eyewash station; and

Yes ___ No ___ NA ___ (16) First aid and chemical spill kits shall be appropriately supplied and immediately accessible to staff.

Room: 127 & Vocational Agriculture

Date _____ Inspected by: _____

(C) Inspection of the industrial arts classrooms shall include the following:

Complies:

- Yes ___ No ___ NA ___ (1) All doors to the industrial arts classroom shall be locked when the classroom is not occupied;
- Yes ___ No ___ NA ___ (2) Staff supervision shall be present while the room is occupied;
- Yes ___ No ___ NA ___ (3) Master gas shutoff valve and master electrical shutoff switch shall be clearly labeled, easily accessible in the classroom and immediately operable by staff;
- Yes ___ No ___ NA ___ (4) Aisles shall be unobstructed;
- Yes ___ No ___ NA ___ (5) There shall be no trip, fall or tipping hazards;
- Yes ___ No ___ NA ___ (6) Food and drinks shall be prohibited in the classroom;
- Yes ___ No ___ NA ___ (7) There shall be no use or storage of the following items:
- Yes ___ No ___ NA ___ (a) Dry or powdered pigments or dry or powdered clays;
- Yes ___ No ___ NA ___ (b) Highly toxic pigments or paints;
- Yes ___ No ___ NA ___ (c) Materials containing heavy metals;
- Yes ___ No ___ NA ___ (d) Highly toxic solvents;
- Yes ___ No ___ NA ___ (e) Solvent based inks or markers that are not ACMI approved;
- Yes ___ No ___ NA ___ (f) Asbestos containing materials; and
- Yes ___ No ___ NA ___ (g) Western red cedar woods.
- Yes ___ No ___ NA ___ (8) Solvents shall be labeled appropriately and used according to labeling;
- Yes ___ No ___ NA ___ (9) There shall be no excessive accumulation of dust, wood dust or sediment on any surfaces;
- Yes ___ No ___ NA ___ (10) Compressed air shall not be used for cleaning purposes;
- Yes ___ No ___ NA ___ (11) Personal protective equipment shall be in good repair and available for use when appropriate according to the safety plan;
- Yes ___ No ___ NA ___ (12) Aerosol sprays shall be used under local exhaust systems, while using the appropriate personal protective equipment and under staff supervision;
- Yes ___ No ___ NA ___ (13) Local exhaust systems shall be in use when hazardous airborne contaminants are generated as part of classroom activities. Local exhaust systems shall be maintained as required in paragraph (B)(10) of this rule;
- Yes ___ No ___ NA ___ *Paragraph (B)(10) of this rule (10) Local exhaust systems shall be in use when hazardous airborne contaminants are generated as part of classroom activities. Local exhaust systems shall be properly maintained in accordance with manufacturer's instructions and inspected annually. Documentation of all maintenance and inspections shall be readily available upon inspection;
- Yes ___ No ___ NA ___ (14) Welding shields or screens shall be present, in good repair and available for use during welding;
- Yes ___ No ___ NA ___ (15) A written safety plan shall be available;
- Yes ___ No ___ NA ___ (16) Equipment shall be maintained according to the following methods:

- Yes ___ No ___ NA ___ (a) Equipment shall be in general good repair;
- Yes ___ No ___ NA ___ (b) Guards on blades, belts or other devices shall be operational, secure and in place when equipment is in use;
- Yes ___ No ___ NA ___ (c) Control switches, including emergency shut off switches, shall be accessible to any person in the classroom;
- Yes ___ No ___ NA ___ (d) Equipment placement shall not impede egress from the classroom;
- Yes ___ No ___ NA ___ (e) Equipment that poses a tipping hazard shall be securely anchored;
- Yes ___ No ___ NA ___ (f) All electrical cords, including extension cords, shall be in good condition with no damage or fraying; and
- Yes ___ No ___ NA ___ (g) There shall be no use of ungrounded extension cords or use of extension cords for permanent equipment.
- Yes ___ No ___ NA ___ (17) Hazard communication shall be in accordance with paragraph (A)(11) of this rule;

*Paragraph (A)(11) of this rule - (11) Hazard communication shall be in accordance with the following:

- Yes ___ No ___ NA ___ (a) All containers of chemicals used in the classroom shall be properly labeled, with the exception of containers used during an immediate classroom period; and
- Yes ___ No ___ NA ___ (b) Material safety data sheets shall be accessible to staff for all classroom chemicals.

- Yes ___ No ___ NA ___ (18) Chemicals shall be stored in accordance with paragraph (A)(12) of this rule;

*Paragraph (A)(12) of this rule - (12) Chemical storage shall be in accordance with the following:

- Yes ___ No ___ NA ___ (a) Chemical storage rooms and chemical storage cabinets shall be inaccessible to students or locked while not in use;
- Yes ___ No ___ NA ___ (b) A comprehensive chemical inventory list and disposal log shall be present and immediately accessible to staff;
- Yes ___ No ___ NA ___ (c) Chemicals shall be stored according to chemically compatible families and shall be properly labeled;
- Yes ___ No ___ NA ___ (d) Acids and bases shall be stored in separate, dedicated cabinets;
- Yes ___ No ___ NA ___ (e) Nitric acid shall be stored separately from all other acids;
- Yes ___ No ___ NA ___ (f) All flammable or combustible and corrosive liquids shall be stored separately, in approved cabinets and properly labeled;
- Yes ___ No ___ NA ___ (g) Shelves or shelving units for chemical storage shall be in good repair, adequately supported, have anti-roll lips and shall be secured to the wall or floor;
- Yes ___ No ___ NA ___ (h) Chemical storage rooms may be vented with a mechanical exhaust system. If an exhaust system is present, it shall operate continuously;
- Yes ___ No ___ NA ___ (i) No chemicals from appendix A to this rule shall be used or stored in the classroom;
- Yes ___ No ___ NA ___ (j) Chemicals shall not be stored in fume hoods, on floors or above user's line of sight;
- Yes ___ No ___ NA ___ (k) Refrigerators used for chemical storage or specimen storage should be marked with a UL label which states the model is listed as a laboratory refrigerator; and

Yes ___ No ___ NA ___ (I) Food and drinks shall not be stored in refrigerators storing chemicals or specimens.

Yes ___ No ___ NA ___ (19) First aid and chemical spill kits shall be appropriately supplied and immediately accessible to staff

Yes ___ No ___ NA ___ (20) Electrical switches and electrical outlets shall be in good repair;

Yes ___ No ___ NA ___ (21) Emergency showers and eyewash stations shall be operational, unobstructed and located within ten seconds of all workstations. Eyewash stations

Yes ___ No ___ NA ___ shall have at least fifteen minutes of continuous water flow with adequate pressure and shall be capable of flushing both eyes simultaneously. Documentation that emergency showers and eyewash stations have been tested monthly shall be available upon inspection; and

Yes ___ No ___ NA ___ (22) Hand washing facilities shall be in the classroom and shall be supplied as required in paragraphs (F)(1) to (F)(5) of rule 3701-54-09 of the Administrative Code.

*Administrative Code (F) Inspection of restrooms shall include the following:

Yes ___ No ___ NA ___ (1) All plumbing fixtures shall be sanitary, operable, properly supplied and in good repair;

Yes ___ No ___ NA ___ (2) Sinks supplied by automatic or low-flow fixtures shall provide a continuous flow of water for at least ten seconds;

Yes ___ No ___ NA ___ (3) Hand washing sinks shall be provided with hand cleaning liquid, powder, or bar soap and individual, disposable towels, continuous towel system that supplies the user with a clean towel or a heated-air hand drying device;

Yes ___ No ___ NA ___ (4) Tempered water shall be available at all sinks;

Yes ___ No ___ NA ___ (5) Hand-washing posters shall be posted and visible from all sinks;

Room: Stage if used for plays

Date _____ Inspected by: _____

(D) Inspection of the stage and set construction areas shall include the following:

Complies:

Yes ___ No ___ NA ___ (1) Designated stage and set construction areas shall comply with paragraphs (B) and (C) of this rule. *Note: Include forms: **(B) Inspection of the visual arts classrooms and (C) Inspection of the industrial arts classrooms** if needed.

Room: 126 & 128

Date _____ Inspected by: _____

(E) Inspection of the music rooms shall include the following:

Complies:

Yes ___ No ___ NA ___ (1) Mouthpieces for shared instruments shall not be used by more than one student.

Room: 210 Family and Consumer Science

Date _____ Inspected by: _____

(F) Inspection of the family and consumer science rooms shall include the following:

Complies:

- Yes ___ No ___ NA ___ (1) First aid kits shall be accessible to staff in the event of an emergency;
- Yes ___ No ___ NA ___ (2) There shall be no mercury-containing thermometers in use;
- Yes ___ No ___ NA ___ (3) All food products shall be stored off the floor and in sealed containers and there shall be no evidence of pests;
- Yes ___ No ___ NA ___ (4) All appliances shall be clean and in good repair, and a non-mercury containing thermometer shall be used to accurately reflect the temperature of the refrigerator. The refrigerator shall maintain food product temperature at an internal temperature of forty-one degrees Fahrenheit or below; and
- Yes ___ No ___ NA ___ (5) Sinks shall be maintained as required in paragraphs (F)(1) to (F)(5) of rule 3701-54-09 of the Administrative Code.

*Administrative Code (F) Inspection of restrooms shall include the following:

- Yes ___ No ___ NA ___ (1) All plumbing fixtures shall be sanitary, operable, properly supplied and in good repair;
- Yes ___ No ___ NA ___ (2) Sinks supplied by automatic or low-flow fixtures shall provide a continuous flow of water for at least ten seconds;
- Yes ___ No ___ NA ___ (3) Hand washing sinks shall be provided with hand cleaning liquid, powder, or bar soap and individual, disposable towels, continuous towel system that supplies the user with a clean towel or a heated-air hand drying device;
- Yes ___ No ___ NA ___ (4) Tempered water shall be available at all sinks;
- Yes ___ No ___ NA ___ (5) Hand-washing posters shall be posted and visible from all sinks;

3701-54-09 of the Administrative Code.

Effective: 09/27/2007

R.C. 119.032 review dates: 09/27/2012