



Safe School Inspection Badges

Your Journey to Environmental Excellence

Schools can achieve the Environmental Excellence Award by earning eight (8) or more safety badges for areas of excellence. Safety badges are awarded by category when no deficiencies are identified within select categories of the [Safe School Inspection Guidebook](#). Here's how to successfully earn safety badges in each of those categories.

Asbestos Management



- The Asbestos Management Plan is available in the Main Office and contains the current 6-month visual surveillance and 3-year asbestos re-inspection documents.
- All staff are instructed not to disturb building materials.
- Operations personnel (e.g., Plant Managers, custodians, and housekeepers), have completed their 2-hour Asbestos Awareness training.
- Asbestos-containing building materials are maintained in good condition and not damaged.
- Only qualified and trained personnel handle or disturb asbestos-containing material.
- Access is restricted to areas identified as having damaged and/or friable asbestos containing material or areas undergoing abatement activities.
- Warning labels are posted immediately adjacent to known or suspected asbestos containing material such as pipe chases, in boiler rooms or on ceiling access hatches.

Chemical Safety



- The Hazard Communication Program is available on site.
- All school staff receive hazard communication training annually.
- A chemical inventory is maintained for all chemical products used or stored on site (including cleaning, art, laboratory, shop, and office products).
- Safety Data Sheets are available for all products listed on the inventory.
- Chemical products are properly labeled and stored in secure cabinets by compatibility.
- Chemical products are not accessible to students.
- Chemical storage areas are free of clutter, aisles are maintained, and food items are not stored with chemicals.
- Only District approved chemicals are purchased or used. (Approved product list available on OEHS website, <https://www.lausd.org/oehschemeval>.)
- The Chemical Hygiene & Safety Plan is available and science staff are trained annually. (*Required for secondary schools with chemical laboratories only.*)
- Chemical Safety Coordinators (*for secondary schools only*) are designated, conduct monthly inspections, maintain chemical storage areas, attend mandatory training once per semester, provide staff training and manage hazardous waste pick-up requests.
- All laboratory equipment and spill kits are maintained in good working order.
- Hands-free eyewash stations/showers are available in laboratories and tested monthly.
- Materials and objects stored on top of cabinets or upper shelves are fastened to the shelf or restrained from falling.
- Hazardous waste storage and waste accumulation areas are inspected daily, maintained in good condition, equipped with spill and decontamination supplies, appropriate fire extinguishers, and communication systems.
- Hazardous waste containers are properly labeled and request for pick-up services are submitted to OEHS for chemicals ready for disposal.

COVID-19 Compliance



- The COVID-19 Containment, Response, and Control Plan is available, and training is provided annually to staff.
- Face masks and District approved hand sanitizers are available for students, staff, and visitors upon request.
- N95 respirators are available for staff upon request.
- Outbreak protocols and exclusion of positive cases are instituted.

Emergency Procedures



- Fire drills are conducted monthly and documented.
- Emergency drills are conducted semi-annually and documented.
- An emergency supply bin is maintained on site on a concrete pad at least 20 feet from building structures or the property line.
- A minimum 72-hour supply of emergency water, food, along with search and rescue other emergency supplies and equipment are provided.
- Seismic bracing is affixed to furniture, equipment, appliances, bookcases, and water tanks.
- Materials are not stored on top of cabinets unless fastened or restrained.
- All employees are trained on emergency procedures within the first three months of each school year and documentation of training is maintained.
- Utility shut-off valves are clearly marked and free of obstructions.
- Fire lanes are maintained and free of obstructions.

Facilities and Equipment Maintenance



- All areas of the school are clean, well maintained, free of clutter and in good repair.
- A minimum 3-foot clearance is maintained around all electrical and mechanical equipment such as transformers, and circuit breaker panels.
- Playground equipment and matting are in good condition and inspected annually.
- Hot water is provided in food preparation areas, health offices, and showers.
- Green waste and recyclables are separated from general waste and disposed of in the proper bins.
- Landscaping is well-maintained including tree canopies, weeds, and grass fields.
- Burned out light bulbs, missing ceiling tile and broken windows have been replaced or repaired.
- Motorized carts are key activated and secured when with wheel chocks when not in use.

Fire Life and Safety



- Portable fire extinguishers are fully charged, mounted with signs posted to indicate locations and decals/tags note monthly inspections and date of annual service.
- The kitchen's fire suppression system (ANSUL) is serviced every 6 months and documented on the inspection tag.
- A minimum 3-foot clearance is maintained around fire extinguishers, fire hoses, pull stations, sprinkler control valves, and heaters/furnaces.
- A minimum 18-inch clearance is maintained between overhead sprinklers and materials below. A minimum of 2-feet clearance from ceilings is maintained in non-sprinklered areas.
- Curtains are treated with fire resistive materials as noted on curtain tags.
- Areas designed for occupancy of 50 or more have at least two means of unobstructed exit.
- Occupancy load signs for elevators and assembly rooms (e.g., Auditoriums, Gymnasiums, etc.) are posted in a conspicuous area near the exit/doorway.
- Classrooms or rooms intended for use by students that are equipped with security grills have at least one security grill with emergency breakaway capacity.
- Evacuation maps are posted in multi-story buildings at each main entrance, elevator lobby, and near enclosed stairwells.
- Exit signs or directional signs are visible and illuminated for exit doors and escape pathways.
- Fire alarms and pull stations are free of obstructions, tested monthly and fire alarm panels accurately list the location of each alarm.
- No combustible materials (e.g., paper decorations, hanging mobiles) are on exit doors, ceilings, electrical panels, light fixtures, fire sprinklers or heaters.
- Exit pathways, corridors, aisles, and walkways are free of obstructions and tripping hazards.
- Temporary guarding or other controls are provided for floor openings, excavations, or other damaged walking surfaces.

Indoor Environment



- Mechanical ventilation systems are operating during occupancy. Thermostats are set to "fan on" position for continuous ventilation when cooling/heating is not needed.
- Adequate exhaust ventilation is provided for all activities emitting air contaminants (such as ceramics, wood shop, auto shops).
- Rooms are free from objectionable odors and elevated noise levels.
- There are no water intrusion or mold concerns.
- Adequate lighting is provided and in working order.

Injury and Illness Prevention

For more information: Office of Environmental Health and Safety • 333 S. Beaudry Ave., 21st Floor, Los Angeles, CA 90017

(213) 241-3199 • www.achieve.lausd.net/oehs



- A current site specific Injury and Illness Prevention Program (IIPP) is available onsite, and the summary page is posted in a conspicuous location.
- The IIPP responsible party establishes a Safety Committee which meets at least quarterly with documented meeting minutes.
- All staff receive annual IIPP training, which is documented.
- Facility safety inspections are conducted at least twice a year. Findings and corrective actions are documented.
- Supervisors conduct accident investigations within 24 hours of an incident and document the findings in the Injury/Accident Investigation Report within ISTAR.
- Cal/OSHA and OEHS are notified within eight hours of any work-related serious injury or death.
- The annual Log of Work-Related Injuries and Illnesses (OSHA Log 300A) is posted from February 1 through April 30 in a location frequented by employees.
- All Cal/OSHA Safety & Health Protection on the Job required postings are displayed in a conspicuous location.
- The site specific Heat Illness Prevention Program and Bloodborne Pathogen Exposure Control Plans are completed and available in the Main Office.
- All staff receive annual training on Heat Illness Prevention and Bloodborne Pathogens, which is documented.
- Household appliances (e.g., toaster/oven, microwave oven, refrigerator, coffee machine, and heater) are not used or stored in classrooms unless expressly for curriculum.
- Student medication logs, doctor protocols, and dispensing logs are maintained in the Nurse's office.
- The medication cabinet is always secured.
- A sharps container is available in the Nurse's office.
- Extension cords are not used for permanent wiring or used in series.

Lead Management



- All painted surfaces are in good condition and are not chipping, peeling or chalking.
- Drinking water fixtures are flushed after weekends, holidays, and any type of school closures.
- Drinking water is clear and free of odors.
- Staff are trained to recognize that all painted surfaces are presumed lead containing. Only trained personnel impact/disturb painted surfaces.

Pest Management

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- The Integrated Pest Management (IPM) binder is up to date and available in the Main Office.
- The LAUSD Approved Pesticide Products List is posted.
- All staff are aware of the LAUSD IPM Policy.
- A current pesticide notification list is maintained to inform parents of any pesticide use 72 hours in advance.
- Pesticide warning signs are posted at least 24-hours prior to applications and remain for 72 hours after.
- The site is free of pest infestations.
- There are no unauthorized pesticide applications. (Only LAUSD pest technicians may apply pesticides at District sites.)
- Fly fans/air curtains and/or self-closing screen doors are operational and in use at kitchen and cafeteria entrances and exits.

Traffic and Pedestrian Safety



- Student drop-off and pick-up points are designed and supervised as required by the Integrated Safe School Plan.
- Requests have been placed for assistance from School Police and/or local law enforcement for traffic and parking enforcement to ensure student safety during drop-off and pickup.
- All authorized vehicles are escorted when driving onto campus in undesignated parking areas.
- Vehicles are parked only in designated parking areas.
- Separate areas are designated for school bus and passenger vehicle loading and unloading zones.
- Crossing guard requests, signage requests, and all other traffic and pedestrian related requests have been made through OEHS for follow up with local transportation agencies.
- The site is free of traffic related injuries and incidents.