

Office of Environmental Health and Safety Los Angeles Unified School District



Back-to-School Safety

It's a brand new school year and we know you've spent a substantial amount of time preparing for it. There are so many things that go into getting your school ready for students and staff. With that in mind, the Office of Environmental Health and Safety (OEHS) has prepared this checklist to help you ensure a safe learning and working environment for students and staff.

OEHS is dedicated to providing assistance to Principals. Please call us if you have questions or need assistance.

Back-to-School Safety Checklist

<input type="checkbox"/>	<p>Are the following Health and Safety practices regarding COVID-19 in place for the assurance of a safe return to campus?</p> <ul style="list-style-type: none"> A copy of the most recent LAUSD COVID-19 Containment, Response, and Control Plan (COVID-19 Containment, Response, and Control Plan) Ensure the school is equipped with a supply of face masks and COVID-19 test kits
<input type="checkbox"/>	<p>Has the written Injury and Illness Prevention Program (IIPP) been updated, and the summary sheet posted in a prominent location? (https://www.lausd.org/Page/3760)</p> <ul style="list-style-type: none"> Has annual training on "Injury and Illness Prevention" been <u>provided to all staff</u> and documented with <u>sign-in sheets</u> and <u>agendas</u>? A video resource is available on MyPLN that covers the essential content. Have all staff completed the "Bloodborne Pathogens" training through the My Professional Learning Network (MyPLN)? Are all accidents and injuries investigated within 24 hours and findings documented in ISTAR?
<input type="checkbox"/>	<p>Has the Hazard Communication Program been downloaded and made available in the Main Office?</p> <ul style="list-style-type: none"> Has staff been trained on chemical products and hazards in the workplace? (https://achieve.lausd.net/Page/2942)
<input type="checkbox"/>	<p>If you are a <u>secondary school with a chemistry laboratory</u>, has a Chemical Safety Coordinator (CSC) been designated and the <u>Appointment Letter</u> sent to OEHS by August 31st in accordance with REF-1563.5? (https://www.lausd.org/Page/2797)</p>
<input type="checkbox"/>	<p>Has the written Heat Illness Prevention Program (HIPP) been downloaded and updated? (https://achieve.lausd.net/Page/16805)</p> <ul style="list-style-type: none"> Are daily heat and air quality advisories reviewed and recommendations implemented? Advisories are e-mailed out when issued and posted on the OEHS home page (https://achieve.lausd.net/oehs) <p>Has annual training on "Heat Illness Prevention" been <u>provided to all staff</u> and documented with <u>sign-in sheets/agenda</u>?</p>

Back-to-School Safety

<input type="checkbox"/>	Have student pick-up and drop-off locations been designated and have parents been notified?
<input type="checkbox"/>	<p>Do you know where to find information on the Safety Valet Program?</p> <ul style="list-style-type: none"> The Safety Valet Program is designed to help improve student safety and provide a more fluid movement of vehicular traffic around schools during the morning drop-off. <ul style="list-style-type: none"> Visit the Safe School Traffic Program section of the OEHS website (https://achieve.lausd.net/Page/4238) Send all inquiries to trafficsafety@lausd.net
<input type="checkbox"/>	<p>Do you know where to find your school's Lead in Drinking Water Test Results?</p> <ul style="list-style-type: none"> To view the most recent lead in water test results go to: Principals Corner, enter the site name and then click on the Resources tab labeled, "Drinking Water Quality Data." (https://www.laschools.org/new-site/my-school/principal-search) For current flushing procedures, review REF – 3930.7 Lead in Drinking Water Program
<input type="checkbox"/>	Has training been provided to all teachers and custodial staff on the use and precautions of In-Wall Tables and Benches ? (Safety Alert 11-01 and video)
<input type="checkbox"/>	<p>Do you know where to find your School's List of Open Deficiencies and How to Certify that they have been resolved?</p> <ul style="list-style-type: none"> Go to the Principals Corner, enter the site name and click on the Resources tab labeled, "OEHS Deficiency Data." (https://www.laschools.org/new-site/my-school/principal-search)
<input type="checkbox"/>	<p>Do you know if all your chemical products are District approved?</p> <ul style="list-style-type: none"> To view the current Chemical Approved List, visit the Chemical Product Evaluation Program page of the OEHS website (https://www.lausd.org/oehschemeval). <p>Do you have expired chemicals, electronic waste, or other universal waste that needs disposal?</p> <ul style="list-style-type: none"> Visit the "Environmental Compliance/Hazardous Waste" page of the OEHS website (https://www.lausd.org/Page/2798) for proper disposal methods.
<input type="checkbox"/>	<p>Do you know how to earn a Safety Seal for your school?</p> <ul style="list-style-type: none"> The goal of the Safety Seal Program is to help reduce employee injuries while celebrating schools' commitment to safety. Visit the "Employee Safety Seal Program" page of the OEHS website (https://www.lausd.org/Page/13581) for resources and information on how to participate.

For more information on health and safety-related topics, please visit our website at: <https://achieve.lausd.net/oehs>



OEHS

OFFICE OF ENVIRONMENTAL HEALTH & SAFETY