



# Corrective Action Notice

**School :** SAN JOSE EL  
**Cost Center :** 0001647901  
**Address :** 14928 CLYMER ST  
 MISSION HILLS, CA91345

**Site Administrator :** CATHERINE ESTRADA  
**Complex Project Manager :** Robert Lucas

**Inspection Date :** Feb 8, 2023  
**Inspector :** Sridhar, Abiram  
**Inspection Type :** Routine Safe School Inspection

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 1	Feb 8, 2023	36332290	Fire/Life Safety	Ensure that school administrators and staff receive annual AED and CPR training that includes information about sudden cardiac arrest, the school emergency response plan, location of AEDs and how to use an AED.		Health Office	School	
Level 1	Feb 8, 2023	36332291	Injury and Illness Prevention	Maintain a student medication log, doctor protocols and dispensing log in the Nurse's office.		Health Office	School	
Level 1	Feb 8, 2023	36332101	Chemical Safety	Ensure flammable materials are stored in approved safety containers, such as a portable gas can, and properly labeled.	Remove the two gas cans (no longer used by the school) from the storage bin next to the emergency bin. Each gas can contains approximately 3 gallons of fuel. These gas cans are stored next to furniture and cardboard materials in the storage bin. Following the removal of the gas cans, remove the "flammable sign" currently affixed on the storage bin.	Storage bin located next to the emergency bin	School	
Level 1	Feb 8, 2023	36332297	Emergency Procedures (Integrated Safe School Plan)	Conduct and document periodic Fire/Life Safety drills. Maintain log of all emergency drills conducted on site and log all emergency drills at <a href="https://achieve.lausd.net/edrilleval">https://achieve.lausd.net/edrilleval</a> . Refer to <a href="https://achieve.lausd.net/drills">https://achieve.lausd.net/drills</a> for the frequency table of drills by emergency type and school level.		Main Office	School	

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 1	Feb 8, 2023	36332267	Injury and Illness Prevention	Establish, implement, and maintain Heat Illness Prevention Program using the OEHS template and update it at least annually. For assistance, contact OEHS at (213) 241- 3199.		Main Office	School	
Level 1	Feb 8, 2023	36331984	Fire/Life Safety	Remove all objects that may conceal or obscure exit signs.	Ensure emergency exits are not blocked.	Room 33 ; Room 18 ; Room 17 ; Room 42	School	
Level 2	Mar 10, 2023	36332272	Injury and Illness Prevention	Post a copy of the Injury and Illness Prevention Program (IIPP) Summary in a conspicuous area.		Main Office	School	
Level 2	Mar 10, 2023	36331986	Injury and Illness Prevention	Remove household appliances (e.g., toaster/oven, microwave oven, refrigerator, coffee machine, and heater) or other unauthorized electrical appliances from classrooms pursuant to Bulletin 6436.		Throughout the site	School	
Level 2	Mar 10, 2023	36332035	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to cover hole found on the edge of the sink inside classroom.	Room 5	Facilities	
Level 2	Mar 10, 2023	36332261	Fire/Life Safety	Each school or office shall create an AED Binder to be placed on top of each AED's cabinet(s) and include the following inside the binder: * Completed CPR/AED Emergency Response Site Plan * Bulletin 4480.2 Policy and Procedure for the Acquisition and Use of AEDs.	Ensure AED Binder is available and AED Inspection Log is completed.	Health Office	School	
Level 2	Mar 10, 2023	36332265	Fire/Life Safety	Ensure automatic sprinkler systems are tested annually. Note testing date in the Fire Log Book.	Maintain documentation of monthly fire sprinkler visual inspections in the Fire Log Book.	Main Office	Facilities	
Level 2	Mar 10, 2023	36332063	Emergency Procedures (Integrated Safe School Plan)	Ensure cargo storage containers are placed on concrete pads at least 20 feet from the property line or any building and a minimum of a 72-hour supply of emergency water, food, and other emergency supplies and equipment is provided.	Ensure to replace all expired medication.	Emergency Bin	School	
Level 2	Mar 10, 2023	36332008	Fire/Life Safety	Maintain aisles and walkways free of obstruction or tripping hazards.	Electrical cords pose a trip hazard.	Throughout the site	School	
Level 2	Mar 10, 2023	36331977	Fire/Life Safety	Remove combustible materials (e.g. paper decorations, hanging mobiles) from exit doors, ceilings, electrical panels, light fixtures, fire sprinklers and heaters.		Throughout the site	School	

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 2	Mar 10, 2023	36331992	Fire/Life Safety	Conduct and document monthly visual inspection of portable fire extinguishers. Note inspection date on the service tag and the Fire Log Book.		Room 1 ; Room 34 ; Room 35 ; Room 7 ; Room 17	School	
Level 2	Mar 10, 2023	36332156	Facilities and Equipment Maintenance	Repair/replace damaged or deteriorated playground surfacing materials. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .		Playground adjacent to Classroom 1 ; Playground adjacent to Classroom 4	Facilities	
Level 2	Mar 10, 2023	36332163	Facilities and Equipment Maintenance	Ensure playground equipment and matting complies with American Society for Testing and Materials (ASTM) standards and Consumer Products Safety Commission (CPSC) guidelines.	Install missing bolts in the playground equipment.	Playground	Facilities	
Level 2	Mar 10, 2023	36332002	Emergency Procedures (Integrated Safe School Plan)	Remove all materials and objects stored on top of cabinets or upper shelves unless such objects are fastened to the shelf or otherwise restrained from falling.		PTA Room	School	
Level 2	Mar 10, 2023	36332247	Facilities and Equipment Maintenance	Ensure asphalt and other paved areas are in good condition (e.g., free of significant cracks, holes, standing water). If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to repair cracked asphalt.	Room 34	Facilities	
Level 2	Mar 10, 2023	36331967	Facilities and Equipment Maintenance	Repair/replace damaged or missing ceiling tile(s). Consult the Asbestos Management Plan prior to repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .		Throughout the site	Facilities	
Level 2	Mar 10, 2023	36332059	Facilities and Equipment Maintenance	Maintain a minimum 3-foot clearance around all electrical equipment (e.g., electrical panels, switchgear, transformers).	Remove stored items from the Electrical Room.	Electrical Room	School	
Level 2	Mar 10, 2023	36331969	Facilities and Equipment Maintenance	Repair/replace damaged or missing flooring. Consult the Asbestos Management Plan prior to repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .		Throughout the site	Facilities	

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 2	Mar 10, 2023	36332027	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Stabilize cracks found on classroom walls.	Throughout the site.	Facilities	
Level 2	Mar 10, 2023	36332038	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to repair broken faucet.	Restroom next to Classroom 12	Facilities	
Level 2	Mar 10, 2023	36332111	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to cover holes found in the lawn in the playground area.	Playground	Facilities	
Level 2	Mar 10, 2023	36332255	Facilities and Equipment Maintenance	Ensure campus grounds and equipment are maintained in good repair. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Ensure to fix the door stop.	Room 35	Facilities	
Level 2	Mar 10, 2023	36331957	Facilities and Equipment Maintenance	Ensure all areas within the school have adequate indoor lighting. If necessary, submit a service request to the Maintenance and Operations Maximo Kiosk at <a href="https://facapps.lausd.net/oehs/">https://facapps.lausd.net/oehs/</a> .	Replace non-working light bulbs. In Classroom 23, ensure to properly fasten the cover for the light fixture.	Room 13 (Parent Center) ; Room 23 ; Room 28	Facilities	
Level 3	May 9, 2023	36332294	Asbestos Management	Ensure all employees engaged in Class I through Class IV asbestos work activities have received the required training.		Main Office	Facilities	
Level 3	May 9, 2023	36332266	Asbestos Management	Ensure a 3-Year Asbestos Re-Inspection is conducted by the Facilities Environmental Technical Unit (FETU) and results are included in the school Asbestos Management Plan. For assistance, contact FETU at (213) 745-1450.		Main Office	Facilities	
Level 3	May 9, 2023	36332289	Chemical Safety	Provide all employees with annual Hazard Communication training on hazardous chemicals used in their respective work areas. Employees must be retrained when new hazards are introduced into the workplace.		Main Office	School	

Priority	Due Date	Deficiency#	Category	Corrective Action	Comments	Location	Resp. Party	Certify
Level 3	May 9, 2023	36332288	Injury and Illness Prevention	Conduct and document semi-annual safety inspections pursuant to Injury and Illness Prevention Program (IIPP). Maintain inspection records for at least 3 years.		Main Office	School	
Level 3	May 9, 2023	36332281	Injury and Illness Prevention	Provide and maintain records of annual Injury and Illness Prevention Program (IIPP) training. Maintain training records on-site for 3 years.		Main Office	School	
Level 3	May 9, 2023	36332285	Injury and Illness Prevention	Establish a School Safety Committee that meets at least quarterly and documents meeting minutes. Responsibilities include: review inspection findings, alleged hazardous conditions and incident reports to identify safety issues and prevent recurrence.		Main Office	School	
Level 3	May 9, 2023	36332277	Injury and Illness Prevention	Maintain and implement a written Bloodborne Pathogen Exposure Control Plan to minimize exposure to bloodborne pathogens pursuant to Title 8 CCR. (See School Nurse for requirements.)		Main Office	School	
Level 3	May 9, 2023	36332275	Injury and Illness Prevention	Maintain a Sharps Injury Log of each employee exposure incident involving a sharp (e.i. needle, scalpel, lancet, etc). Records must be maintained for 5 years.		Health Office	School	
Level 3	May 9, 2023	36332271	COVID-19 Compliance	Ensure that the COVID-19 Containment, Response, and Control Plan, along with the most current pre-filled version of the Los Angeles County Department of Public Health COVID-19 Protocols for TK-12 Schools: Appendix T1 and a completed Site-Specific Planning Form are posted.		Main Office	School	