

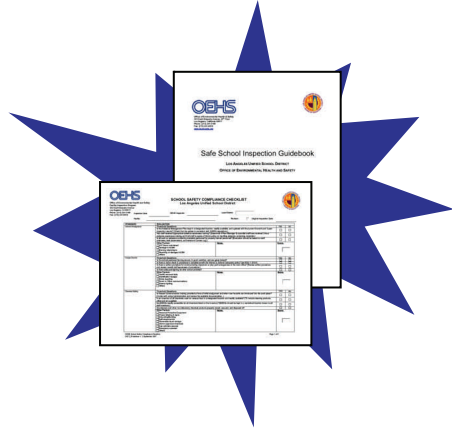
FOCUS ON SAFETY

Winter 2008

Issue 11, 08

New Safe School Inspection Guidebook Available

OEHS has kicked off the new year with a revision to the *Safe School Inspection Guidebook*. First released in 2001, this guidebook details more than 300 safety standards and regulatory requirements applicable to all LAUSD schools and facilities.



Site administrators will benefit from such refinements as clearer corrective action wording and clickable reference links for each listed corrective action, providing easy access to the District policy, or state or federal regulation on which the corrective action is based. In addition, the revised guidebook features new corrective actions that address common deficiencies that were not identified

when the guidebook was initially conceived seven years ago.

The revised guidebook also includes minor updates to the *School Safety Compliance Checklist*. The checklist, which is the document OEHS safety officers use to generate a school's scorecard rating, also serves as a helpful guide for schools as they prepare for a routine health and safety inspection, as it indicates the factors that are most important to the health and safety score of the facility.

OEHS hopes that the new guidebook will be a valuable tool for correcting the items identified in Corrective Action Notices issued to LAUSD sites. To help schools attain "Good" compliance ratings, we have also developed an [online self-certification](#) feature that easily enables principals and other authorized individuals to "self-certify" corrective actions once they are completed.

Please contact OEHS at (213) 241-3199 if you have any questions regarding the revised documents. You may download the updated guidebook and checklist from OEHS's website at <http://www.lausd-oehs.org/sipbackground.asp>.

Welcome New Safety Officers!

We are pleased to announce Jiyoun Oh, Whitney Fields, and Shane Cherry as OEHS's newest safety officers! As a reminder, if you have any general environmental health and safety questions or concerns at your site, your assigned safety officer is your first point of contact here at OEHS. Current safety officer assignments by Local District (LD) are as follows:

LD 1a: Patty Filous
(Birmingham, Canoga Park, Chatsworth, El Camino Real, and Taft Complexes)

LD 1b: Debra Oguine
(Cleveland, Granada Hills, Kennedy, Monroe, and Reseda Complexes)

LD 2: Aisha Kennedy

LD 3a: Whitney Fields
(Palisades, University, Venice, and Westchester Complexes)

LD 3b: Jiyoun Oh
(Crenshaw, Hamilton, Dorsey, and Los Angeles Complexes)

LD 4: Pauline Garzon

LD 5: Jessica Blake

LD 6: Shane Cherry

LD 7: Mary Jones

LD 8: Jay Eastman

Special Announcements:

Get Ready to "SHAKE":
LAUSD Earthquake
Exercise & Radio Test
April 7-11, 2008

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Classroom Fire Safety

Fire prevention awareness in the colder winter months is essential as we encounter increased power demand and appliance use throughout our schools. In fact, a recent electrical fire at a local elementary school serves as a clear reminder that fire is a very real danger that must be addressed in our classrooms.

While conducting safe school inspections, OEHS safety officers often observe multiple deficiencies that increase the risk of fire, or would intensify and spread a fire if one occurs. Risky practices are particularly prevalent in classrooms, where it is not uncommon to find multiple extension cords routed throughout a room, surge protectors used in series, or walls excessively covered with paper, posters, or various art projects. Safety officers also see the unauthorized use of microwave ovens, toasters, space heaters, and other electrical appliances.

Site administrators should note that, aside from the risk to life and property these poor safety habits pose, already burdened school budgets could be strained even more by fines ranging from the hundreds to thousands of dollars imposed by local fire officials should they find these conditions at your site.

Principals, teachers, and other District staff can help avoid the consequences of fire by:

- Following District guidelines on the use of electrical appliances ([Bulletin C-26](#))
- Routinely checking electrical cords for damage and wear
- Ensuring cords are not excessively bent to prevent wear and heat buildup
- Refraining from using or storing unapproved chemicals and flammable aerosols



Aftermath of a recent electrical fire at LaSalle Elementary

- Powering a reasonable number of appliances and equipment with each outlet and extension cord
- Removing or properly storing clutter, old books, magazines, paper, and other items no longer used
- Using only approved electrical appliances and extension cords that meet Underwriters Laboratories (UL) safety standards

If you have any questions about fire safety in your classroom or office, please call OEHS at (213) 241-3199 and ask to speak to your assigned safety officer.



Fire- and sprinkler-damaged classroom materials

Healthy Handouts

See below for a collection of the District's most recently published safety alerts, reference guides, and policy bulletins related to environmental health and safety. All listed documents are available online on Inside LAUSD and at <http://www.lausd-oehs.org/>.

Document	Description	Issue Date
REF-4149.0	Disposal Procedures for Hazardous/Universal Waste	2/26/2008
REF-1550.4	District-Wide 2008 Earthquake Exercise and Radio Test	2/26/2008
REF-1650.3	Inter-Campus / District-Wide Safety Comm. Test	2/12/2008

Upcoming Training:

Standardized Emergency Management System (SEMS) & Disaster Simulations

School Police Headquarters
1330 West Pico Blvd.

- April 8, 2008
- May 13, 2008
- June 10, 2008

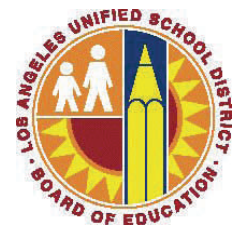
Community Emergency Response Team (CERT) Training for Beaudry Building Employees

LAUSD Headquarters
333 South Beaudry Ave.

Free seven-week course from April to June to improve your level of disaster readiness. Non-Beaudry building employees may participate only to make up a previously missed CERT training class.

For more information or to sign up for the training programs above, call Grace Capp at (213) 241-3949.

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