



MODEL HEALTHY AND SAFE SCHOOLS PLAN

Introduction

Each school district, education service district, and public charter school must develop a Healthy and Safe Schools Plan for all buildings owned or leased by the school district or public charter school where students and staff are present on a regular basis.

School districts, education service districts, and public charter schools must submit a preliminary draft of the Healthy and Safe Schools Plan to the Department of Education on or before **October 1, 2016**. School districts, education service districts, and public charter schools must submit the final draft of the Healthy and Safe Schools Plan to the Department of Education on or before **January 1, 2017**. Thereafter, school districts, education service districts, and public charter schools must annually submit an updated Healthy and Safe Schools Plan if new buildings are acquired, constructed, or leased or if the plan is modified by the school district, education service district, or public charter school. Plans should be submitted to the Department of Education at ODE.schoolfacilities@state.or.us.

The Department of Education has developed this model Healthy and Safe Schools Plan to assist school districts, education service districts, and public charter schools. Under each section, information has been provided in italics to help districts understand what is required to be included in the plan and where districts can locate resources for that particular component of the plan. In developing this model plan, the Department has sought the input of the Oregon Health Authority's Public Health Division and other stakeholders.

Sections 1-7 of this plan set forth the required elements of a Healthy and Safe Schools. The final section of this plan, section 8, is not required. Section 8 allows districts, education service districts, and public charter schools to include additional elements that are not required but may be important to that particular community.

The model Healthy and Safe Schools plan is intended to be a guide and, if used, should be modified by the school district, education service district, or public charter school. School districts, education service districts, and public charter schools are not required to use the Department of Education's model plan. A school district, education service district, or public charter school may adopt any plan that complies with the requirements or OAR 581-022-2223.

1. Responsible Person

OAR 581-022-2223(5)(a) states that the Healthy and Safe Schools Plan must include the position within the school district's or public charter school's administration responsible for maintaining and implementing the Healthy and Safe Schools Plan.

Sample Language

The person responsible for maintaining and implementing the Healthy and Safe Schools Plan is:

Name: _____

Position: _____

Contact information:

2. List of Buildings

OAR 581-022-2223(5)(b) states that the Healthy and Safe Schools Plan must include a list of all facilities that are included in the Healthy and Safe Schools Plan.

Sample Language

This plan covers the following buildings:

Building Name	Building Address

3. Radon

OAR 581-022-2223(5)(c) states that the Healthy and Safe Schools Plan must include a plan to test for elevated levels of radon as required under ORS 332.167. Note: radon measurement plans from school districts were due to OHA on September 1, 2016.

Radon measurement resources for schools:

- *Oregon Health Authority's radon measurement protocol, tools, and plan submission information are located here:
<http://public.health.oregon.gov/HealthyEnvironments/HealthyNeighborhoods/RadonGas/Pages/Testing-in-Schools-.aspx>*
- *Oregon School Boards Association (OSBA) has a generic plan (based on OHA's protocol) that may be used to satisfy the requirement if printed out on district letterhead and signed by district staff. It is located here:
http://www.osba.org/News%20Center/Announcements/2016-07-18_RadonTestingPlan.aspx*

Sample Language

The district has developed a radon plan as required by ORS 332.167. Community members can access a copy of the radon plan here: [link to district website]. Test results will be made public and posted to the district website here: [link to website].

OR

The district, ESD, or public charter school is not required to develop a radon plan under ORS 332.167 because_____.

4. Lead in Drinking water

OAR 581-022-2223(5)(d) states that the Healthy and Safe Schools Plan must include a plan to test for and reduce exposure to lead in water used for drinking or food preparation. If the district, education service district, or public charter school does conduct lead testing of drinking water, an Oregon Health Authority accredited lab must be used for all testing.

The Oregon Department of Education and the Oregon Health Authority recommend that all school districts and childcare facilities test for lead in school water and take corrective action if lead levels are elevated.

In developing a plan to test for and reduce exposure to lead in water used for drinking or food preparation, the following components are recommended by the Oregon Department of Education and the Oregon Health Authority:

- 1. **Identify sources of lead:** Schools and childcare facilities should test all taps used for drinking or food preparation in the building to identify any lead problems. Follow the Environmental Protection Agency's 3 T's Revised Technical Guidance to ensure that samples for lead are collected properly and from the right places. Use an OHA-accredited drinking water laboratory to analyze samples for lead.*
- 2. **Stop access:** Prevent access to water taps that have more than 20 parts per billion (ppb) of lead. This should include shutting off taps, covering water fountains, and providing bottled water to students and staff members.*
- 3. **Communicate:** Make results from tests for lead in water available to students, families, and the community as quickly as possible.*
- 4. **Mitigate and correct:** Replace the sources of lead in building plumbing. Again, EPA 3T's Guidance should be followed.*

The EPA's 3Ts technical guidance is available here:

https://www.epa.gov/sites/production/files/2015-09/documents/toolkit_leadschools_guide_3ts_leadschools.pdf

5. Lead Paint

ORAR 581-022-2223(5)(e) states that the Healthy and Safe Schools Plan must include a plan to reduce exposure to lead paint that includes the following compliance with the United States Environmental Protection Agency's Renovation, Repair and Painting Program Rule.

The Renovation, Repair and Painting Program Rule requires that individuals and firms conducting renovation, repair and painting projects on pre-1978 homes and "child-occupied facilities" be certified to follow lead-safe work practices. "Child-occupied facilities" is defined in OAR 333-070-0085.

For more information on the Renovation, Repair and Painting Program Rule, you can visit the following website:

<https://public.health.oregon.gov/HealthyEnvironments/HealthyNeighborhoods/LeadPoisoning/ChildCareSchools/Pages/RulesforRenovating.aspx>

Sample Language

In order to comply with the United States Environmental Protection Agency's Renovation, Repair and Painting Program Rule, [the district will only contract with certified lead based paint renovation contractors licensed by the Oregon Construction Contractors Board.] OR [district staff are certified by the Oregon Health Authority to perform the work.]

6. Integrated Pest Management

ORAR 581-022-2223(5)(f) states that the Healthy and Safe Schools Plan must include a plan to implement integrated pest management (IPM) practices as required under ORS 634.700 through 634.750.

The Oregon State University School IPM Program has created two model plans to assist districts. The model plans are attached. However, a school governing body may adopt any integrated pest management plan that complies with the requirements of ORS 634.700 through 634.750.

If a district chooses to use an Oregon State University model plan template, the plan must be modified by the specific school district or public charter school to fit their unique situation.

Sample Language

The district has adopted an integrated pest management plan as required by ORS 634.700 through 634.750. Community members can access a copy of the IPM plan here: [link to district website].

7. Communication

ORAR 581-022-2223(5)(g) states that the Healthy and Safe Schools Plan must include a plan to communicate results for all tests performed in accordance with the Healthy and Safe Schools Plan that includes the following:

- *The school district or public charter school must make all test results available to the public within five business days of receiving the results;*
- *The school district or public charter school must make the results available to the public by posting the results on the school district or public charter school website, sending notice of the results over the email system, and making the results available in hardcopy at the main administration office; and*
- *The school district or public charter school must provide detailed information explaining the test results.*

Sample Language

The district will make all test results and detailed information explaining the test results available to the public within five business days of receiving the results. Results will be made available by posting the results on the district website, sending notice of the results over the email system, and making the results available in hardcopy at the main administration office.

8. Optional: Districts/ESD/Charter School specific additions

The evidence base clearly shows that healthier students learn better. You are encouraged to adopt effective strategies that enhance health and learning outcomes in your district. Several, additional, recommended environmental health strategies are listed below.

- *Are you considering a Lead Paint Risk Assessment for your buildings? Do you have a plan to mitigate lead paint hazards? Here is a detailed guide developed by the the Labor Occupational Health Program at the University of California, Berkeley:*
<http://www.lohp.org/docs/pubs/lead/lssguide.pdf>
- *Does your district or school currently have an indoor air quality plan? The United States Environmental Protection Agency has a Tools for Schools Action Kit that shows schools how to carry out a practical plan to improve indoor air problems at little- or no-cost using straightforward activities and in-house staff. The Action Kit can be found here:*
<https://www.epa.gov/iaq-schools/indoor-air-quality-tools-schools-action-kit>
- *Does your district or charter school have a plan to reduce idling by busses? Reducing school bus idling supports health, reduces pollution and saves fuel. The health benefits are particularly important for children as their respiratory systems are still developing and they have a faster breathing rate than adults. Learn more here:*
<https://www.epa.gov/cleandiesel/clean-school-bus>