



Pallad City Department of Education

**Health and Safety Evaluation of School Buildings Checklist**

District Occupying Building: **Vadian District**  
School Building Name: **Sumter Private Academy**  
Completed By: **Jon Hove** Date: **08/01**

- This form shall be used for the evaluation of school buildings (pursuant to 3B:23-4.1 and 3C:47-9.1) Traditional Public School Districts (owned or leased), Private Schools, and any other setting used for instruction.
- This evaluation checklist shall be completed annually by appropriate district personnel and kept on file for inspection or other legal issues.
- The emphasis of this evaluation checklist is for the health and safety of students and staff, even in the absence of a specific Statute or Code. The items listed are not mutually exclusive of other findings a monitor/inspector may cite. See "Facility Checklist Instructions and Guidance" document for additional detailed information.
- The items denoted with 3B:23-4.1 cover all buildings but are also in the Temporary Facilities Code.

**Section A** *(this section must have full compliance with items)*

	YES	NO	N/A
1. A current certificate of compliance with the Uniform Fire Code has been issued by the fire official/inspector within the year and posted in a conspicuous location.	<input checked="" type="checkbox"/>		
2. A current inspection report of the local health official (kitchen, cafeteria, pool, etc.) is available.	<input checked="" type="checkbox"/>		
3. Current boiler inspection certificate(s) posted at site of boiler.	<input checked="" type="checkbox"/>		
4. Current license(s) for high and low pressure boiler operators, as required by code, are properly posted.	<input checked="" type="checkbox"/>		
5. Drinking water inspection complies with the Safe Water Drinking Act (A.P.C. 47:12B-2) (9B:2N-13.5). Also, evidence of testing of water for lead has been provided by the district through annual submittal of the Lead Testing Statement of Assurance.	<input checked="" type="checkbox"/>		

6. One fire drill and one security drill are held each month; [See "Checklist Instructions" for Certificate of Assurance].	YES ✓	NO	N/A
7. District has defibrillators identified with appropriate signage and made available in an unlocked location on school property, which is accessible during the school day and any other time in which a school-sponsored athletic event or team practice, in which pupils of the district are participating, is taking place and is within reasonable proximity of the school athletic field or gymnasium, as applicable.	YES ✓	NO	N/A
8. Exterior switches and receptacles are covered by securely fastened weather-proof plates and fixtures are securely mounted with no exposed wires.	YES ✓	NO	N/A
9. All exits are in good condition, readily accessible and free of obstructions for use in an emergency.	YES ✓	NO	N/A
10. All electrical outlets; switches, receptacles and junction boxes; electric wires; fuses and/or circuit breaker panels; etc. are properly covered and/or secured and/or protected.	YES ✓	NO	N/A
11. Sufficient access and working space is provided and maintained around all electrical spaces.	YES ✓	NO	N/A
12. Instructional areas are free of all unapproved construction; e.g.: walls; partitions; doors and stairs; etc.	YES ✓	NO	N/A
13. All toilet requirements are met. A.P.C. 5B:23-5.2(h)3	YES ✓	NO	N/A
14. Dangerous chemicals and/or explosive materials are not stored/present in the building. If needed, flammable and combustible materials are properly stored/maintained (i.e., in properly rated cabinets; not in hazardous areas).	YES ✓	NO	N/A
15. Carbon Monoxide Detectors are functional.	YES ✓	NO	N/A
16. Power machinery and equipment, as well as science labs, have appropriate safety features in place.	YES ✓	NO	N/A

17. At a minimum, one fire extinguisher is provided in each laboratory and vocational area. YES NO N/A

**Section B** (Must be compliant with 80% of these items to pass along with corrective action on the non-compliant items)

1. No evidence of major exterior building structural damage. Example(s) would include: YES NO N/A  
a. Exterior walls appear free of structural cracks, loose masonry and crumbling parapets; lintels appear free of rust and flaking.  
b. Gutters and downspouts appear to be in good condition and are secured to the building; runoff does not appear to be obstructed or create drainage or soil erosion.

2. All school grounds, including general purpose areas and athletic fields, are free of holes; glass; stumps, roots; rocks and other hazardous obstacles. Fences are maintained and are free of holes. The outside physical education area for students shall include, but not be limited to, sufficient space, equipment, and safe surfaces for the temporary facility enrollment and program needs and be protected from hazards or traffic conditions. YES NO N/A

3. All interior building hallways, corridors, rooms, lobby, etc are in good condition; readily accessible; and free of obstructions and/or excessive materials which would hinder movement. YES NO N/A

4. Emergency evacuation egress procedures are posted at a visible height and standard location in noted areas. YES NO N/A

5. Handrails on interior stairways, guardrails, and/or interior stair treads are free of surface features which may cause injury and/or are properly secured. Interior stairs do not show evidence of extensive wear and are generally in good repair. YES NO N/A

6. All education spaces shall be equipped with a communication devise/system connected to the main office and capable of emergency communication to local authorities. YES NO N/A

7. Electric systems and/or wiring appear appropriate. YES NO N/A



8. Nurse's Office provides the necessary facilities, equipment and supplies for the performance of the duties required under law and the rules by health services personnel.	✓ YES	NO	N/A
9. Individual or central mechanical ventilation unit(s) are operating in all student and staff occupied rooms/areas and toilet facilities; air conditioners are operational. Heating and ventilation requirements shall be as set forth in P.C.A. 3N:20-1.2	✓ YES	NO	N/A
10. Instructional areas have no unauthorized and/or potentially hazardous materials/equipment in rooms.	✓ YES	NO	N/A
11. Ceilings, walls and floors are free of holes, sags, and evidence of water damage.	✓ YES	NO	N/A
12. Area and floor drains, where provided, appear to be in working order and covered with appropriate plates; unused (abandoned) waste lines (drains) are sealed off and capped.	✓ YES	NO	N/A
13. Floors throughout the school are clean and free of trash, as well as appear free of slipping, tripping and/or other hazards. Egress through halls and exits are clear and accessible.	✓ YES	NO	N/A
14. Supplies and materials are neatly and appropriately stored.	✓ YES	NO	N/A
15. Provision shall be made for storage of students' clothing in other than a corridor or exitway. Student lockers are usable; i.e.: doors, handles and locks are operable.	✓ YES	NO	N/A
16. Food and nonfood items (i.e.: cleaning products, etc.) in all rooms & cafeteria are stored separately.	✓ YES	NO	N/A
17. Furniture and equipment that is in good condition and suitable for the age and size of the students and purposes of instruction shall be provided.	✓ YES	NO	N/A
18. Sprinkler and smoke detection systems are functional.	✓ YES	NO	N/A