# SPENCER COUNTY ENCER COUNT TCER COUNTY

#### SPENCER COUNTY PUBLIC SCHOOLS **BUILDING SAFETY INSPECTION CHECKLIST**

NAME OF SCHOOL: **DATE INSPECTION CONDUCTED: INSPECTOR'S NAME & TITLE:** INSTRUCTIONS: This checklist should be used for inspecting major areas related to safety and health in and around SCPS facilities. Each question should be answered either "YES", "NO", or "NA". 1. Are there adequate mats at entrances? Are all exterior doors tested weekly for ease of operation/locking and proper closure? 3. Do all exit doors close securely by themselves? 4. Are all exit signs in place and illuminated? 5. Are door props around exterior doors removed from premises? 6. Are all windows free of cracks and broken glass? 7. Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources: (a) in good serviceable condition and well maintained? Yes) No (b) properly insulated and separated from all combustible material by a safe distance? Yes No Is the outside shut-off valve on the gas supply line marked and readily accessible? Yes No NA Has the HVAC equipment been serviced within the past year? Yes No 10. Is someone on site trained and designated to render first aid, and are supplies readily available? es No 11. Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available? Yes No (a) have first aid personnel received bloodborne pathogens training? res No 12. Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable liquids and

	other debris?	,
	(a) Mechanical Rooms and Electrical Panels?	<b>Fes</b> No NA
	(b) Stage/Doorways/Exits?	Mes No NA
	(c) Dressing Rooms / Locker Rooms?	Yes No 🕪
13.	Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant?	Yes No NA
14.	Are all chemicals (cleaning materials, gasoline, etc) labeled and properly stored?	(Yes No NA
	(a) are MSDS sheets on file in accordance with the hazard communication program?	Mes No NA
15.	Has an inventory been taken within the past year for all chemicals? Where is the inventory?	@NoNA
	(a) is the quantity of hazardous chemicals limited as much as practicable?	Yes No NA
	Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste?	Yes No MA
	Are approved metal safety cans used for gasoline and other similar liquids?	Yes No NA
	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?	Yes No NA
	Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?	Yes No NA
	Have fire extinguishers been inspected or recharged within the last year?	Yes No NA
	Have all filters on HVAC equipment been checked? DATE: July	₹ No NA
	Is all floor tile and carpet intact?	MO NA
	Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?	Aes No NA
24.	Are areas around toilets, sinks and water fountains free of leaks?	(Yes) No NA

RETAIN ORIGINAL OF MONTHLY INSPECTION REPORT IN SCHOOL FILES; SUBMIT MONTHLY COPY TO:

res No NA

Director of Facilities Jim Oliver, 207 W. Main Street, Taylorsville, KY 40071

Phone: 502-477-3250 Fax: 502-477-3259 Email: jim.oliver@spencer.kyschools.us

25. Was a separate monthly playground inspection was conducted and documented?

NAME OF SCHOOL:

DATE INSPECTION CONDUCTED:

S.C.E.S

8-6-15

INSPECTOR'S NAME & TITLE:

A. L. Burny

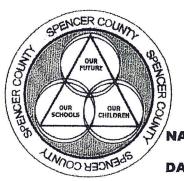
<u>INSTRUCTIONS</u>: This checklist should be used for inspecting major areas related to safety and health in and around SCPS facilities. Each question should be answered either "YES", "NO", or "NA".

	A CONTRACTOR OF THE PARTY OF TH	
1. 2. 3. 4. 5. 6. 7.	Are there adequate mats at entrances?  Are all exterior doors tested weekly for ease of operation/locking and proper closure?  Do all exit doors close securely by themselves?  Are all exit signs in place and illuminated?  Are door props around exterior doors removed from premises?  Are all windows free of cracks and broken glass?  Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources:  (a) in good serviceable condition and well maintained?  (b) properly insulated and separated from all combustible material by a safe distance?  Is the outside shut-off valve on the gas supply line marked and readily accessible?	Yes No Yes No Yes No Yes No Yes No Yes No Yes No
9.	Has the HVAC equipment been serviced within the past year?	Yes No
10.	Is someone on site trained and designated to render first aid, and are supplies readily available?	(Yes) No
11.	Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?	(Yes)·No
	(a) have first aid personnel received bloodborne pathogens training?	(Yes) No
12.	Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable	e ilquias ana
	other debris?	No No NA
	(a) Mechanical Rooms and Electrical Panels?	Yes No NA
	(b) Stage/Doorways/Exits?	Ves No NA
	(c) Dressing Rooms / Locker Rooms?	Yes No NA
13.	Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant?	Yes No NA
14.	Are all chemicals (cleaning materials, gasoline, etc) labeled and properly stored?	Yes No NA
	(a) are MSDS sheets on file in accordance with the hazard communication program?	S No NA
15.	Has an inventory been taken within the past year for all chemicals? Where is the inventory? <u>M3DS</u>	Yes No NA
	(a) Is the duantity of nazardous chemicals limited as much as practicable:	(Yes) No NA
16.	Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste?	Yes No NA
17.	Are approved metal safety cans used for gasoline and other similar liquids?	Yes No WA
18.	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?	(Yes) No NA
19.	Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?	(Yes) No NA
20.	Have fire extinguishers been inspected or recharged within the last year?	(Yes) No NA
21.	Have all filters on HVAC equipment been checked? DATE: _Tuly 2015	Yes No NA
22.	Is all floor tile and carpet intact?	Yes No NA
23.	Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?	(Yes) No NA
24.	Are areas around toilets, sinks and water fountains free of leaks?	(Xes No NA
25.	Was a separate monthly playground inspection was conducted and documented?	Yes No NA

RETAIN ORIGINAL OF MONTHLY INSPECTION REPORT IN SCHOOL FILES; SUBMIT MONTHLY COPY TO:

Director of Facilities Jim Oliver, 207 W. Main Street, Taylorsville, KY 40071

Phone: 502-477-3250 Fax: 502-477-3259 Email: jim.oliver@spencer.kyschools.us



NAME OF SCHOOL:

TES

DATE INSPECTION CONDUCTED:

8-6-15

**INSPECTOR'S NAME & TITLE:** 

Lynn Sherrard-custodian

<u>INSTRUCTIONS</u>: This checklist should be used for inspecting major areas related to safety and health in and around SCPS facilities. Each question should be answered either "YES", "NO", or "NA".

1.	Are there adequate mats at entrances?	Yes No
2.	Are all exterior doors tested weekly for ease of operation/locking and proper closure?	Yes No
3.	Do all exit doors close securely by themselves?	YES No
4.	Are all exit signs in place and illuminated?	Yes No
5.	Are door props around exterior doors removed from premises?	CYES No
6.	Are all windows free of cracks and broken glass?	Yes' No
7.	Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources:	
	(a) in good serviceable condition and well maintained?	Yes No
	(b) properly insulated and separated from all combustible material by a safe distance?	Yes No
8.	Is the outside shut-off valve on the gas supply line marked and readily accessible?	des No NA
9.	Has the HVAC equipment been serviced within the past year?	Yes No
10.	Is someone on site trained and designated to render first aid, and are supplies readily available?	(Yes No
	Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?	Yes No
	(a) have first aid personnel received bloodborne pathogens training?	Yes No
12.	Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable	liquids and other
	debris?	
	(a) Mechanical Rooms and Electrical Panels?	Yes>No NA
	(b) Stage/Doorways/Exits?	Yes No NA
	(c) Dressing Rooms / Locker Rooms?	Yes No NA
13.		Yes No NA
14.		Yes No NA
	(a) are MSDS sheets on file in accordance with the hazard communication program?	Yes No NA
15.	Has an inventory been taken within the past year for all chemicals? Where is the inventory? <u>cust stougu</u>	Yes No NA
	(a) is the quantity of hazardous chemicals limited as much as practicable?	Yes No NA
	Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste?	Yes No (A)
17.	Are approved metal safety cans used for gasoline and other similar liquids?	Yes No NA
18.	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?	Yes No NA
	Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?	Yes No NA
	Have fire extinguishers been inspected or recharged within the last year?	Yes No NA
	Have all filters on HVAC equipment been checked? DATE: 7/15	Yes No NA
	Is all floor tile and carpet intact?	des No NA
	Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?	Yes No NA
	Are areas around toilets, sinks and water fountains free of leaks?	Jes No NA
25.	Was a separate monthly playground inspection was conducted and documented?	Yes No NA

RETAIN ORIGINAL OF MONTHLY INSPECTION REPORT IN SCHOOL FILES; SUBMIT MONTHLY COPY TO:

Director of Facilities Jim Oliver, 207 W. Main Street, Taylorsville, KY 40071

Phone: 502-477-3250

Fax: 502-477-3259

Email: jim.oliver@spencer.kyschools.us

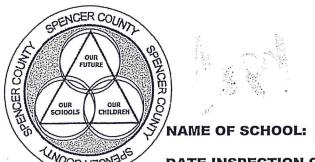
## SPENCER COUNTY PUBLIC SCHOOLS

1	OUR PUTURE PORT OF THE PORT OF	Buildi	NG SAFETY INSPECTION C	HECKLIST
K	OUR CHOOLS OUR NAME OF SCHOOL:		SCHS	
V	DATE INSPECTION CON	DUCTED:	8-4-15	
	INSPECTOR'S NAME & 7	TITLE:	Jerry Harley Curtonly	án.
INS que	STRUCTIONS: This checklist should be used for inspectin estion should be answered either "YES", "NO", or "NA".	ng major areas	related to safety and health in and around SC	PS facilities. Eacl
9. 10. 11.	Are there adequate mats at entrances?  Are all exterior doors tested weekly for ease of operation of the properties of t	premises?  takes, diffuseratained?  ombustible manarked and react year?  first aid, and acs/sharps continued.	s, steam lines and other heat sources: terial by a safe distance? dily accessible? are supplies readily available? ainers, etc.) readily available?	Yes No
16. 17. 18. 19. 20. 21. 22. 23.	<ul> <li>(a) Mechanical Rooms and Electrical Panels?</li> <li>(b) Stage/Doorways/Exits?</li> <li>(c) Dressing Rooms / Locker Rooms? Are areas beneath stairs free of storage material Are all chemicals (cleaning materials, gasoline, et (a) are MSDS sheets on file in accordance with a Has an inventory been taken within the past year for a (a) is the quantity of hazardous chemicals limited Are approved metal cans with self-closing covers/lids Are approved metal safety cans used for gasoline and Are all electrical panels and circuits properly labeled, Are fire extinguishers available in that no more than 1 Have fire extinguishers been inspected or recharged of Have all filters on HVAC equipment been checked?</li> <li>Is all floor tile and carpet intact?</li> <li>Have the grounds been inspected for glass, pot holes, Are areas around toilets, sinks and water fountains free Was a separate monthly playground inspection was contained.</li> </ul>	etc) labeled a the hazard cor all chemicals? d as much as a used for stora d other similar effectively clos 00 feet travel within the last DATE:	nd properly stored? munication program? Where is the inventory? Custocked for practicable? ge of oily/combustible waste? liquids? sed, secured, and arc rated? distance is required to reach one? year?  1 31 st Fiter change complete any other hazardous condition?	Yes No NA

RETAIN ORIGINAL OF MONTHLY INSPECTION REPORT IN SCHOOL FILES: SUBMIT MONTHLY COPY TO:

Director of Facilities Jim Oliver, 207 W. Main Street, Taylorsville, KY 40071 2-477-3250 Fax: 502-477-3259 Email: jim.oliver@spencer.kyschools.us

Phone: 502-477-3250



OUR CHILDREN		۸.۸.	
	NAME OF SCHOOL:	middle	_
SPENCER COUNTY	DATE INSPECTION CONDUCTED:	8-15	_
	INSPECTOR'S NAME & TITLE:	Dec	_

<u>INSTRUCTIONS</u>: This checklist should be used for inspecting major areas related to safety and health in and around SCPS facilities. Each question should be answered either "YES", "NO", or "NA".

1.	Are there adequate mats at entrances?	Yes I		
2.	Are all exterior doors tested weekly for ease of operation/locking and proper closure?	Yes		
3.	Do all exit doors close securely by themselves?	Yes I	No	
4.	Are all exit signs in place and illuminated?	Yes I	No	
5.	Are door props around exterior doors removed from premises?	Yes I	No	
5. 6.	Are all windows free of cracks and broken glass?	Yes I	No	
o. 7.	Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources:			
1.	(a) in good serviceable condition and well maintained?	Yes I	No	
	(b) properly insulated and separated from all combustible material by a safe distance?	Yes_		
0	(b) properly inducated and separated normal continuous in the continuous of the cont	Yes I		NA
	Is the outside shut-off valve on the gas supply line marked and readily accessible?	Yes I		
9.	Has the HVAC equipment been serviced within the past year?	Yes I		
10.	Is someone on site trained and designated to render first aid, and are supplies readily available?	Yes I		
11.	Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?	Yes I		
	(a) have first aid personnel received bloodborne pathogens training?			
12.	Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable lie	quius c	and	
	other debris?	Yes I	No	МΔ
	(a) Mechanical Rooms and Electrical Panels?	Yes I		
	(b) Stage/Doorways/Exits?	Yes I		
	(c) Dressing Rooms / Locker Rooms?	Yes I		
13.	Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant?	Yes I		
14.	Are all chemicals (cleaning materials, gasoline, etc) labeled and properly stored?			
	(a) are MSDS sheets on file in accordance with the hazard communication program?	Yes I		
15.	Has an inventory been taken within the past year for all chemicals? Where is the inventory? a love time c all	Yes I		
	(a) is the quantity of hazardous chemicals limited as much as practicable?	Yes 1		
16.	Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste?	Yes 1		
17.	Are approved metal safety cans used for gasoline and other similar liquids?	Yes 1		
18.	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?	Yes !		
19.	Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?	Yes 1		
20.	Have fire extinguishers been inspected or recharged within the last year?	Yes 1		
21.	Have all filters on HVAC equipment been checked? DATE:	Yes 1		
22.	Is all floor tile and carpet intact?	Yes 1		
23.	Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?	Yes 1		
24.	Are areas around toilets, sinks and water fountains free of leaks?	Yes 1		
25.	Was a separate monthly playground inspection was conducted and documented?	Yes 1	No .	NA

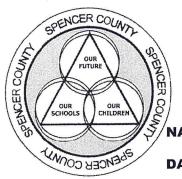
RETAIN ORIGINAL OF MONTHLY INSPECTION REPORT IN SCHOOL FILES; SUBMIT MONTHLY COPY TO:

Director of Facilities Jim Oliver, 207 W. Main Street, Taylorsville, KY 40071

Phone: 502-477-3250

Fax: 502-477-3259

Email: jim.oliver@spencer.kyschools.us



NAME OF SCHOOL:

DATE INSPECTION CONDUCTED:

INSPECTOR'S NAME & TITLE:

Jim O liver

<u>INSTRUCTIONS</u>: This checklist should be used for inspecting major areas related to safety and health in and around SCPS facilities. Each question should be answered either "YES", "NO", or "NA".

1. 2. 3. 4. 5. 6.	Are there adequate mats at entrances?  Are all exterior doors tested weekly for ease of operation/locking and proper closure?  Do all exit doors close securely by themselves?  Are all exit signs in place and illuminated?  Are door props around exterior doors removed from premises?  Are all windows free of cracks and broken glass?		No	
7.	Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources:  (a) in good serviceable condition and well maintained?  (b) properly insulated and separated from all combustible material by a safe distance?			~
8. 9.	Is the outside shut-off valve on the gas supply line marked and readily accessible?  Has the HVAC equipment been serviced within the past year?	Yes	No No	NA)
10. 11.	Is someone on site trained and designated to render first aid, and are supplies readily available?  Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?		No No No	
12.	(a) have first aid personnel received bloodborne pathogens training?  Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable other debris?			
	(a) Mechanical Rooms and Electrical Panels? (b) Stage/Doorways/Exits?		No I	
13.	(c) Dressing Rooms / Locker Rooms?  Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant?	Yes	No No	NA
14.	Are all chemicals (cleaning materials, gasoline, etc) labeled and properly stored?  (a) are MSDS sheets on file in accordance with the hazard communication program?	Yes	No	NA
	Has an inventory been taken within the past year for all chemicals? Where is the inventory? work of hazardous chemicals limited as much as practicable?		No	NA
17.	Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste?  Are approved metal safety cans used for gasoline and other similar liquids?	Yes	No♥ No♥	NA
19.	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?  Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?		No	NA
21.	Have fire extinguishers been inspected or recharged within the last year?  Have all filters on HVAC equipment been checked?  DATE:	<b>Pes</b>	No No	NA
23.	Is all floor tile and carpet intact? Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?	<b>P</b>	No No	NA
24. 25.	Are areas around toilets, sinks and water fountains free of leaks? Was a separate monthly playground inspection was conducted and documented?		No No	

RETAIN ORIGINAL OF MONTHLY INSPECTION REPORT IN SCHOOL FILES; SUBMIT MONTHLY COPY TO:

Director of Facilities Jim Oliver, 207 W. Main Street, Taylorsville, KY 40071

Phone: 502-477-3250 Fax: 502-477-3259 Email: jim.oliver@spencer.kyschools.us