

#### 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

<ul> <li>5. Are door props around exterior doors removed from premises?</li> <li>6. Are all windows free of cracks and broken glass?</li> <li>7. Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources: <ul> <li>(a) in good serviceable condition and well maintained?</li> <li>(b) properly insulated and separated from all combustible material by a safe distance?</li> </ul> </li> </ul>	
(a) in good serviceable condition and well maintained? (b) properly insulated and separated from all combustible material by a safe distance?  Yes	No No No
(b) properly insulated and separated from all combustible material by a safe distance?	No
	No _
8. Is the outside shut-off valve on the gas supply line marked and readily accessible? Yes	No MA
9. Has the HVAC equipment been serviced within the past year?	No
10. Is someone on site trained and designated to render first aid, and are supplies readily available?	No
11. Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?	No
( )	No
12. Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable liquids	and
other debris?	NIa NIA
(a) Mechanical Rooms and Electrical Panels? (b) Stage/Doorways/Exits?	No NA No NA
	No NA
	No NA
	No NA
	No NA
	No NA
	No NA
	Notra
	No (NA
	No NA
	No NA
20. Have fire extinguishers been inspected or recharged within the last year?	No NA
	No NA
22. Is all floor tile and carpet intact?	No NA
	No NA
24. Are areas around toilets, sinks and water fountains free of leaks?  25. Was a separate monthly playground inspection was conducted and documented?	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 COUNT COUNT ENCER COUNTY

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

NAME OF SCHOOL:

DATE INSPECTION CONDUCTED:

INSPECTOR'S NAME & TITLE:

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<u> </u>			
8-9	-17		

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". Yes No 1. Are there adequate mats at entrances? 2. Are all exterior doors tested weekly for ease of operation/locking and proper closure? Yes No 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? Yes No 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: Yes No (a) in good serviceable condition and well maintained? (b) properly insulated and separated from all combustible material by a safe distance? Yes No Yes No NA 8. Is the outside shut-off valve on the gas supply line marked and readily accessible? Yes No 9. Has the HVAC equipment been serviced within the past year? 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 Yes No (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 liquids and other debris? Yes No NA (a) Mechanical Rooms and Electrical Panels? Yes No NA (b) Stage/Doorways/Exits? Yes No NA (c) Dressing Rooms / Locker Rooms? Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant? Yes No NA 13. Yes No NA Are all chemicals (cleaning materials, gasoline, etc..) labeled and properly stored? 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? Yes No NA (a) is the quantity of hazardous chemicals limited as much as practicable? 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 NA 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 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: 7-24-/ Yes No NA 22. Is all floor tile and carpet intact? 23. Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition? Yes No NA Yes No NA 24. Are areas around toilets, sinks and water fountains free of leaks? 25. Was a separate monthly playground inspection was conducted and documented? Yes No NA

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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". 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? es No 4. Are all exit signs in place and illuminated? es No Are door props around exterior doors removed from premises? es No 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? es/No Is the outside shut-off valve on the gas supply line marked and readily accessible? es No NA Has the HVAC equipment been serviced within the past year? es 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? es 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? res)No NA (b) Stage/Doorways/Exits? Yes)No. NA (c) Dressing Rooms / Locker Rooms? Yes)No NA Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant? 13. Yes No NA Are all chemicals (cleaning materials, gasoline, etc..) labeled and properly stored? 14. (es) No NA (a) are MSDS sheets on file in accordance with the hazard communication program? es No NA 15. Has an inventory been taken within the past year for all chemicals? Where is the inventory? Custodia Roomes No NA (a) is the quantity of hazardous chemicals limited as much as practicable? Ces No NA 16. Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste? es No NA 17. Are approved metal safety cans used for gasoline and other similar liquids? es No NA 18. Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated? Yes No NA (es) No NA

19. Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?

20. Have fire extinguishers been inspected or recharged within the last year? 21. Have all filters on HVAC equipment been checked?

DATE: 7-6-17 Changed 22. Is all floor tile and carpet intact?

23. Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?

24. Are areas around toilets, sinks and water fountains free of leaks?

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

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es No NA

Yes No NA

es)No NA

es No NA

es No NA

Yes No NA

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## OENCER 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?	(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?	. Yes No
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:	Yes No
	(a) in good serviceable condition and well maintained?	(Ved 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?	Yes No
9.	Has the HVAC equipment been serviced within the past year?	Yes No NA
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	Yes No
	other debris?	e ilquias ana
	(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 MA
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?	Yes No NA
15.	Has an inventory been taken within the past year for all chemicals? Where is the inventory?	Yes No NA
	(a) is the quantity of hazardous 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 NA
18.	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?	Yes No NA
19.	Are lire extinguishers available in that no more than 100 feet travel distance is required to reach one?	Yes No NA
۷U.	riave tire extinguishers been inspected or recharged within the last year?	Yes No NA
21,	Have all filters on HVAC equipment been checked? DATE: DATE: DATE:	Yes No NA
44.	is all floor tile and carpet intact?	Yes No NA
23.	Have the grounds been inspected for glass, not holes, poison ivy, or any other hazardous condition?	Yes No NA
4.	Are areas around tollets, sinks and water fountains free of leaks?	Yes No NA
25.	Was a separate monthly playground inspection was conducted and documented?	Yes No NA
		TIES ING INA

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# OUR SCHOOLS CHILDREN OUR CHILDR

## SPENCER COUNTY PUBLIC SCHOOLS BUILDING SAFETY INSPECTION CHECKLIST

NAME OF SCHOOL:	Preschool Building
DATE INSPECTION CONDUCTED:	8-9-17
INSPECTOR'S NAME & TITLE:	Jim Oliver

<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?			
2.	Are all exterior doors tested weekly for ease of operation/locking and proper closure?	<b>E</b>		
3.	Do all exit doors close securely by themselves?			
4.	Are all exit signs in place and illuminated?	res		
5.	Are door props around exterior doors removed from premises?		No	
ô.	Are all windows free of cracks and broken glass?	صل	110	
7.	Are all HVAC equipment such as pipes, ducts, air intakes, diffusers, steam lines and other heat sources:	<b>(63)</b>	Nο	
	(a) in good serviceable condition and well maintained?			
	(b) properly insulated and separated from all combustible material by a safe distance?	Yes		MA
8.	Is the outside shut-off valve on the gas supply line marked and readily accessible?			ري
9.	Has the HVAC equipment been serviced within the past year?	<b>(E9)</b>		
10.	Is someone on site trained and designated to render first aid, and are supplies readily available?	(Tes		
11.	Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?			
	(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	nquiuo	ana	
	other debris?	(es	No	NA
	(a) Mechanical Rooms and Electrical Panels?	We see		
	(b) Stage/Doorways/Exits?	Yes		
	(c) Dressing Rooms / Locker Rooms?	Yes		
13.	Are areas beneath stairs free of storage materials and are stairs sufficiently slip resistant?	(Tes		
14.	Are all chemicals (cleaning materials, gasoline, etc) labeled and properly stored?	(P)		
	(a) are MSDS sheets on file in accordance with the hazard communication program?			
15.	Has an inventory been taken within the past year for all chemicals? Where is the inventory? <b>Cast closet</b>			
	(a) is the quantity of hazardous chemicals limited as much as practicable?		No	
16.	Are approved metal cans with self-closing covers/lids used for storage of oily/combustible waste?		Noc	
17.	Are approved metal safety cans used for gasoline and other similar liquids?	des		
18.	Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?  Are all electrical panels and circuits properly labeled, effectively closed, secured, and arc rated?	(Per		
19.	Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?  Are fire extinguishers available in that no more than 100 feet travel distance is required to reach one?	(es		
20.	Have fire extinguishers been inspected or recharged within the last year?		No	
21.	Have all filters on HVAC equipment been checked? DATE:		No	
22.	Is all floor tile and carpet intact? Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?		No	
23.	Maye the ground toilete, sinks and water fountains free of leaks?		No	
24.	Are areas around toilets, sinks and water fountains free of leaks? Was a separate monthly playground inspection was conducted and documented?	<b>A</b>		
25.	Was a separate monthly playground inspection was conducted and documented.			

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### Spencer County Public Schools Building Safety Inspection Checklist

NAME OF SCHOOL:

DAD TES

DATE INSPECTION CONDUCTED:

INSPECTOR'S NAME & TITLE:

Jim Oliver

<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".

	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 or unipport such as pipes duets, air intakes, diffusors, steam lines and other best courses:	<b>BEBBB</b>	No No No No	
1.	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>(69</b> )		
_	(b) properly insulated and separated from all combustible material by a safe distance?	<b>(69</b>		<b>4</b> T
8. 9.		Yes		NA
	Has the HVAC equipment been serviced within the past year? Is someone on site trained and designated to render first aid, and are supplies readily available?	Yes		
	Are bloodborne pathogens materials (red bags/gloves/sharps containers, etc.) readily available?	Yes		
	(a) have first aid personnel received bloodborne pathogens training?	Yes		
12.	Are the following areas free of accumulations of waste paper, rubbish, old furniture, stage scenery, flammable			
	other debris?	1		
	(a) Mechanical Rooms and Electrical Panels?	es	No	NA
	(b) Stage/Doorways/Exits?	(Jee		
	(c) Dressing Rooms / Locker Rooms?	<b>ES</b>		
13.		<b>(199</b>		
14.		<b>@</b>		
4.5	(a) are MSDS sheets on file in accordance with the hazard communication program?			
10.	Has an inventory been taken within the past year for all chemicals? Where is the inventory? <u>cusT</u> <u>closet</u>	_((()		
16	(a) is the quantity of hazardous chemicals limited as much as practicable?	(ES)		
	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 Yes		
	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?	<b>ES</b>		
	Have fire extinguishers been inspected or recharged within the last year?	<b>E</b>		
	Have all filters on HVAC equipment been checked? DATE:	<b>6</b>		
22.	Is all floor tile and carpet intact?	_	No	
	Have the grounds been inspected for glass, pot holes, poison ivy, or any other hazardous condition?			
	Are areas around toilets, sinks and water fountains free of leaks?	<b>(9)</b>	No	NA
25.	Was a separate monthly playground inspection was conducted and documented?	Yes	No	MA

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