

Health and Safety Guide for K-12 Schools in Washington State – 2024 Update of the 2003 Edition

References:

[WAC 246-366-040](#): Plan review and inspection of schools.

[Early Childhood Education and Assistance Programs | Washington State Department of Children, Youth, and Families Head Start Program Performance Standards | ECLKC \(hhs.gov\)](#)

[Chapter 110-300 WAC](#): FOUNDATIONAL QUALITY STANDARDS FOR EARLY LEARNING PROGRAMS

[Chapter 110-301 WAC](#): FOUNDATIONAL QUALITY STANDARDS FOR SCHOOL-AGE PROGRAMS

A. General Procedures		WAC or other Code Reference	Standard/ Recommended Practice	Plan Review	Reason for Change
A 001	The Local Health officer shall make periodic inspections of each existing school within his jurisdiction, and forward to the board of education and the administrator of the inspected school a copy of his findings together with any required changes and recommendations. A health and safety pre-inspection interview should be conducted with the school official administrator for routine inspections. Procedures relating to health district jurisdiction inspections of schools shall be in compliance with the jointly agreed upon guidelines of the Department of Health (DOH) and the Office of Superintendent of Public Instruction (OSPI) (see Appendix B) .	296-24-040 246-366-2b	K12HSG Appendix B		296-24-040 repealed
A 002	General School Data: Review building age, type, use of space , square footage; names of key personnel on site; building floor and site plans as appropriate (e.g.: fire exit routes and/or directional maps which are often given to parents at " open-houseopen house " events).		OSPI and DOH		
A 003	Demographics: Review enrollment numbers, grade span, etc. (approximate numbers are sufficient).		OSPI and DOH		
A 004	Safety and Health Data: Review general and/or summarized health and safety information and or injury reports which may be useful in assessing health or safety trends or problems within the school.		OSPI and DOH		
A 005	History: Review previous health agency reports, safety committee reports, inspections, follow-ups, and complaints (if any) and their disposition or other actions taken by the school in response.		OSPI and DOH		
A 006	Planning: Information related to planned future site improvements, additions, remodels, classroom change of use or curriculum, playgrounds, sport fields , etc., should be shared with the health official prior to the inspection.		OSPI and DOH		

A. General Procedures		WAC or other Code Reference	Standard/ Recommended Practice	Plan Review	Reason for Change
A 007	Recent inspection reports from other agencies may be reviewed by the health officer if provided by the school administrator.	296-24-020	K12HSG Appendix B		296-24-020 repealed
A 008	When building code requirements are questioned the local Building Official should be consulted.	RCW 19.27/ 51-50 W BC 104.1		X	
A 009	When fire code requirements are questioned the local Fire Marshal or Fire Chief should be consulted. If no local fire official is available available , then the district should consult the State Fire Marshal.	W FCRCW 19.2 / 51-54A IFC 104.1		X	
A 010	When day-child care, preschool, ECEAP , Head Start, or other similar programs are located in K-12 schools, applicable DCYF and OSPI OH day care regulations on safety and health should be consulted. DOH and some local health jurisdictions agencies have staff available to inspect these sites and respond to questions consult on issues . When different standards are in conflict, the more protective of the standards should be followed.	388-150 110-300 – child care 110-301 – school-age care ECEAP Performance Standards – Head Start Performance Standards		X	