

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

## References:

Safe Routes to Schools [SRTS-Guide\\_Dropoff-Pickup.pdf \(saferoutesinfo.org\)](#)

[Chapter 246-366 WAC](#): State Board of Health School Rule

[Chapter 296-244 WAC](#): General Safety and Health Standards

[Chapter 296-800 WAC](#): Safety and Health Core Rules

[Chapter 296-806 WAC](#): Machine Safety

[Chapter 296-880 WAC](#): Unified Safety Standards for Fall Protection

[Chapter 296-901 WAC](#): Globally Harmonized System for Hazard Communication

[Chapter 365-230 WAC](#): Accreditation of Lead-Based Paint Training Programs and the Certification of Firms and Individuals Conducting Lead-Based paint Activities and Renovation

[Lead Renovation, Repair and Painting Program | US EPA](#)

[Lead Abatement Program: Training and Certification Program for Lead-based Paint Activities \(TSCA sections 402/404\) | US EPA Asbestos and School Buildings | US EPA](#)

[CFR-2011-title40-vol31-part763-subpartE.pdf \(govinfo.gov\)](#) Asbestos-Containing Materials in Schools

[WAC 296-62-077](#): Asbestos, tremolite, anthophyllite, and actinolite.

[Asbestos | Washington State Department of Health](#)

[CPSC Publication 5102 - Don't Let Children Move or Play Near TV or Audiovisual Carts](#)

[fema\\_earthquakes\\_reducing-the-risks-of-nonstructural-earthquake-damage-a-practical-guide-fema-e-74.pdf](#)

[ASTM F2440 Standard Specification for Indoor Wall/Feature Padding \(astm.org\)](#)

[Chapter 392-151 WAC](#): Route Plans

[Safe Routes to School Program | WSDOT \(wa.gov\)](#)

[Active Transportation Programs Design Guide \(wa.gov\)](#)

[Guidelines for Medication Administration in Schools \(ospi.k12.wa.us\)](#)

[RCW 28A.210.370: Students with asthma. \(wa.gov\)](#)

[School Arrival and Departure Procedures Toolkit: Feet First Washington](#)

[Guidelines for Medication Administration in Schools OSPI](#)

[Idle-Free Schools Toolkit for a Healthy School Environment | US EPA](#)

[2021 WASHINGTON STATE FIRE CODE | ICC DIGITAL CODES \(iccsafe.org\)](#)

[Health Suite Assessment Tool \(dc.gov\)](#) Checklist for a School Health Room

[Emergency Resources Equipment Supplies list for Schools.pdf \(higherlogicdownload.s3.amazonaws.com\)](#) National Association of School Nurses (NASN)

[School Safety Center \(ospi.k12.wa.us\)](#)

[RCW 28A.320.125: Safe school plans—Requirements—Duties of school districts and schools—Drills—Rules—First responder agencies. \(wa.gov\)](#)

Washington Sustainable Schools Protocol: [WSSP 2023 Version \(ospi.k12.wa.us\)](#)

Crime Prevention Through Environmental Design: [CPTED Design Guidelines \(cptedsecurity.com\)](#)

| <b>C. General Safety</b> |  | <b>WAC or other Code Reference</b>   | <b>Standard/ Recommended Practice</b> | <b>Plan Review</b> | <b>Reason for Change</b>  |
|--------------------------|--|--|---------------------------------------|--------------------|---|
| <a href="#">C 000a</a>   | <a href="#">All schools shall follow the Safe Schools requirements and use the resources of the OSPI School Safety Center.</a>   | <a href="#">RCW 28A.320.125</a>  |                                       |                    | <a href="#">Added because we are proposing eliminating Section P Emergency &amp; Disaster Preparedness due to the extensive resource and guidance on the OSPI School Safety Center website.</a> |
| C 001                    | Safety glass shall be installed in all doors, display cases, and other large glass areas as required by the State <a href="#">adoption of the International Building Code (IBC)</a> . <a href="#">Human Impact Loads 2406.3–</a> <a href="#">"Individual glazed areas in hazardous locations (e.g., exit corridors) such as those indicated in Sec. 2406.4, IBC 2406 Safety Glazing, IBC 2407 Glass in Handrails and Guards.</a> | <a href="#">RCW 19.27 51/50</a> <a href="#">IBC Ch 24: 2406.3</a> <a href="#">IBC 2406.4</a> |                                       | X                  |   |
| C 002                    | Safe <del>motor</del> vehicle drop-off and pick-up locations are required for student arrival and departure.   | <a href="#">392-145</a><br><a href="#">392-151</a>   | <a href="#">OSPI &amp; DOH</a>        | X                  |   |

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|--------------------------|--|---|--|--------------------|--------------------------|
| C 002a                   | <u>Post two-No-idle Zone signs in</u> the student pick-up/ drop-off areas.   |   | <a href="#">EPA OSPI &amp; DOH</a>                                       |                    |                          |
| C 003                    | All custodial maintenance supplies shall be labeled as to specific contents and be stored in secure areas inaccessible to students. <del>M</del> <a href="#">Safety Data SDS</a> <del>s</del> <a href="#">Sheets (SDS)</a> are required to be kept on site and readily available.  | 246-366-050(6)<br><a href="#">296-901</a><br><del>246-215-110</del>   |  | X                  |                          |
| C 004                    | Custodial closets, boiler rooms, and other areas where hazardous or poisonous compounds are stored <del>must should</del> be inaccessible to students.   | 246-366-050<br><del>246-215-110</del>   |  | X                  |                          |
| C 005                    | Flammable liquids in excess of ten gallons total shall be stored in approved flammable storage cabinets as required by state fire code ( <del>U</del> <a href="#">IFC</a> ). <a href="#">Consult with your local fire marshal for specifics on storage of flammables.</a>  | <del>U</del> <a href="#">IFC 7902.5.8</a><br><a href="#">51-54A IFC</a><br><a href="#">5704.3.4.4</a><br>296-24-33009 |  | X                  |                          |
| C 006                    | First aid kits shall be provided, and the location easily identified to students and staff, and comply with L & I <del>WISHA-DOSH</del> rules. All first aid kits shall be regularly restocked in compliance with L & I's minimum requirements.  | <del>296-800-15020</del>  | <a href="#">NASN</a>   | X                  |                          |
| C 006a                   | NOTE: The size and contents of first aid kits should be assessed at each individual school. The number of children should be considered as well as the number of staff, to determine how many kits are needed. School administrators and local health officials should jointly evaluate the first aid kits and the locations.  |   | OSPI and DOH<br><a href="#">NASN</a>                                     |                    |                          |
| C 007                    | First aid supplies other than those in first aid kits shall be properly stored and organized in cabinets or drawers and labeled as to their contents.  |   | OSPI and DOH<br><a href="#">NASN</a>                                     |                    |                          |
| C 008                    | Cots or sick beds, when provided, shall have non-absorbent surfaces that are easily sanitized. Pillow covers and bed sheets shall be laundered or replaced between uses. Disposable bed sheets and pillowcases are recommended. <a href="#">(See Section M – Bloodborne Pathogens &amp; Exposure Control Plan)</a>   | <del>392-198</del><br><del>296-62-08004</del>   | <a href="#">OSPI and DOH</a><br><a href="#">NASN</a>                     | X                  |                          |
| C 009                    | Medication shall be stored in a locked storage area. Unauthorized access by students or other persons should be prevented. <a href="#">School districts must require that backup medication, if provided by a student's parent or guardian, be kept at a student's school in a location to which the student has immediate access in the event of an asthma or anaphylaxis emergency. Reference OSPI Bulletin 31-98 and OSPI website for additional information: <a href="http://www.k12.wa.us/learn/teachsupp/healthservices/">http://www.k12.wa.us/learn/teachsupp/healthservices/</a></a> | RCW<br>28A.210.370<br>260<br>RCW<br>28A.210.270<br><del>246-370(7)(b)</del>   | <a href="#">OSPI Guidelines for Medication Administration in Schools</a> | X                  |                          |
| C 010                    | Radiators and steam and hot water pipes shall be protected or shielded in hallways, shower areas, auditoriums, and all other student traffic areas to prevent accidental burns.  | 296- <del>80024-</del><br><del>73544</del>  |  | X                  |                          |

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| C 011                    | Paper cutters shall have finger guards and lock down safety latches. Repair or replace all paper cutters that have been modified or broken. Blades shall be fastened down when not in use.  | 296-806-20030   | ANSI  |                    |                          |
| C 012                    | Whenever a stage or platform drop-off exceeds four feet, a safety warning strip is required. The abrasive safety strip, which can be felt in the dark and is of contrasting color, shall be placed two feet from the edge of stages or elevated platforms. A lighted LED strip is acceptable. <a href="#">(R 017)</a>   | <a href="#">296-880</a>   | OSPI and DOH  |                    |                          |
| C 013                    | Theater and other performing arts areas must meet L & I <del>WISHA</del> rules as well as Building and Fire Code requirements with regard to catwalks, rigging, pits, curtains, and storage areas. <a href="#">(R 018)</a>  | <del>296-800-260</del><br><a href="#">W51/50</a> IBC<br><a href="#">410</a> |   | X                  |                          |
| C 014                    | Coat hooks should be <a href="#">designed</a> , located or protected so that they do not create a hazard to students.   |   | OSPI and DOH  | <u>X</u>           |                          |
| C 015                    | Scissors without sharp points (safety scissors) are recommended for student use in grades K-3.  |   | OSPI and DOH  |                    |                          |
| C 016                    | Audiovisual equipment (especially TV's) and other movable heavy items) which could fall from carts <del>or high shelves</del> should be secured <del>to the cart</del> in a way that prevents the equipment from coming loose from the cart <del>or shelf</del> if the equipment or cart tips over <del>or there is an earthquake</del> . <del>Do not let children move or play near top-heavy carts. (See CPSC Safety Alert; April 1988).</del> <a href="#">www.epsc.gov</a> |   | <del>OSPI and DOH</del><br><a href="#">FEMA</a><br><a href="#">CPSC</a> |                    |                          |
| C 017                    | Lockers and bookshelves <del>over 4 feet high</del> should be secured to prevent tipping. <del>(See CPSC Safety Alert; March 1990)</del> <del>If bookcases are stacked vertically, they should be secured together and secured to the wall.</del> <a href="#">www.epsc.gov</a>  |   | <del>OSPI and DOH</del><br><a href="#">FEMA E-74 6.5</a>                | <u>X</u>           |                          |
| C 018                    | Walls, doors, and posts behind basketball backboards should be padded and free of obstruction where it is possible for players to collide with them. Pads should <a href="#">comply with ASTM F 2440</a> <del>and</del> be sufficient in size and depth to mitigate skull and spinal cord injuries. <del>Volley ball posts and other obstacles should also be padded. See Athletics S 006).</del>   |   | OSPI and DOH<br><a href="#">ASTM F 2440</a><br><a href="#">NFHS</a>     | <u>X</u>           |                          |
| C 019                    | Protective padding <del>in gyms</del> should <del>be installed no more than 4 inches from the floor and be 6 feet high, extend to the floor level since most serious permanent spinal cord and skull injuries that occur during basketball happen near the floor/wall junction.</del> <del>See Athletics S 006).</del>  |   | OSPI and DOH<br><a href="#">NCAA</a>                                    | <u>X</u>           |                          |
| C 020                    | Patients in the school health or nurse's room should be visible to office staff (or another person) at all times.   |   | OSPI and DOH<br><a href="#">NASN</a>                                    | <u>X</u>           |                          |

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| C 021                    | Electrical receptacles shall be properly grounded. Ground fault interrupter (GFI) devices shall be provided on all electrical receptacles within six (6) feet of sinks and other grounding sources. There must be sufficient number of outlets to minimize the use of extension cords.  | 296-24-95607<br>NEC 210-8(b)   |                                       | X                  |                          |
| C 022                    | A clear and unobstructed means of access with a minimum width of 30 inches and a minimum height of 78 inches shall be maintained from the operating face of an electrical panel board.  | NEC <a href="#">110.26</a><br><a href="#">51-54A</a> WIFC<br><a href="#">603.4</a> |                                       | X                  |                          |
| C 023                    | <a href="#">Any renovation, repair, or painting (RRP) project in a pre-1978 building can easily create dangerous lead dust. EPA requires that RRP projects that disturb lead-based paint in homes, child care facilities and preschools built before 1978 be performed by lead-safe certified contractors. All contractors that perform lead-based paint inspection, risk assessment or removal in kindergarten classrooms, day-care centers, and preschools must be certified under Federal law. For information call the National Lead Information Center at 1-800-424-5323 or visit website: <a href="http://yosemite.epa.gov/r10/owem.nsf/webpage/lead">http://yosemite.epa.gov/r10/owem.nsf/webpage/lead</a></a> | 40 CFR Part 745<br><a href="#">TSCA 402/404</a><br><a href="#">365-230</a>         |                                       | X                  |                          |
| C 024                    | All Local Education Agencies (LEA) (i.e., school district) owned facilities must comply with the federal Asbestos Hazard Emergency Response Act (AHERA.) <a href="#">The Asbestos-Containing Materials in Schools Rule</a> requires local educational agencies to inspect their school buildings for asbestos-containing building material, prepare asbestos management plans and perform asbestos response actions to prevent or reduce asbestos hazards. For information, call 1-800-368-5888 or visit website: <a href="http://www.epa.gov/asbestos">http://www.epa.gov/asbestos</a>   | 40 CFR 763<br>Subpart E  |                                       | X                  |                          |
| C 025                    | During all asbestos abatement projects, the Department of Labor & Industries regulations require "Good Faith" surveys, worker certification, communication of hazards to employees, personal protective equipment, housekeeping, medical surveillance, record keeping and exposure assessment.  | 296-62-077   |                                       | X                  |                          |
| C 026                    | The school district has completed "Walk-Route Plans" for each elementary school that has students who walk to and from school. The " <a href="#">Active Transportation Programs Design Guide</a> " can be downloaded at the WSDOT website <a href="#">above</a> .: <a href="http://www.wsdot.wa.gov/TA/PAandI/Bike-Ped/PedSafetyGB.pdf">http://www.wsdot.wa.gov/TA/PAandI/Bike-Ped/PedSafetyGB.pdf</a>  | 392-151- <a href="#">025</a>   |                                       | X                  |                          |
| <a href="#">C027</a>     | <a href="#">Sensory classrooms should be designed with consultation from the local health district. Playground equipment designed for outdoor use may not be used in indoor environments due to the inability to meet safety requirements.</a>  | <a href="#">246-366-040</a>  |                                       | <a href="#">X</a>  |                          |

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| <a href="#">C028</a>     | <a href="#">NOTE on Isolation rooms: E4SHB 1479 - Enclosures. School districts and education providers are prohibited from designing new construction or remodeling buildings to include a room or other enclosed area solely for purposes of isolating a student in any grade. Beginning August 1, 2029, school districts and education providers are prohibited from approving, equipping, or constructing a room or other enclosed area solely for purposes of isolating a PK-5 student, except to comply with isolation authorized by a student's parent or guardian and two licensed health professionals as described above.</a> |  |                                       | X                  |   |
| <a href="#">C029</a>     | <a href="#">There should be no tripping hazards in schools from items such as electrical cords, loose tile flooring or wrinkled carpet flooring.</a>   | <a href="#">296-800-11005</a>                                |                                       |                    |   |
| <a href="#">C 030</a>    | <a href="#">All emergency exit routes must be kept clear and unobstructed by items or materials and allow unobstructed access to exit doors.</a>   | <a href="#">296-800-310</a><br><a href="#">296-800-31025</a> |                                       |                    |   |
| <a href="#">C 031</a>    | <a href="#">If extension cords are used in schools, you must comply with L&amp;I rules.</a>  | <a href="#">296-800-28030</a>                                |                                       |                    |   |
| <a href="#">C 032</a>    | <a href="#">School design professionals should employ Crime Prevention Through Environmental Design (CPTED) principles when designing schools. (From former P 011)</a>   |  | <a href="#">WSSP IEO1.8</a>           | X                  | <a href="#">Propose removing Section P Emergency &amp; Disaster Preparedness.</a> |