

# Integrated Pest Management (IPM) Plan: Template for Schools

## Template Information

**Integrated Pest Management (IPM)** is a program that reduces sources of food, water, and shelter for pests and uses the least toxic pest controls when necessary. Schools can identify and monitor pests, then select control methods that are appropriate and least hazardous.

## Minimum Requirements

Using IPM in schools is strongly recommended by the Washington Department of Health (DOH), although it is not explicitly required.

As of 2026, there are no specific requirements for Washington state K-12 schools and districts to develop or implement an IPM Plan for their facilities. However, [Chapter 246-366-050\(5\) Washington Administrative Code \(WAC\)](#) requires that: “the premises and all buildings shall be free of insects and rodents of public health significance and conditions which attract, provide harborage and promote propagation of vermin.”

The development and implementation of an IPM Plan may be required in the future by WAC.

## Related Laws and Guidance

Basic and essential information about school IPM is available on the [DOH School IPM: Basic Principles website](#).

Users of this document should also consult and understand Washington pesticide regulations, including:

- [Chapter 17.21.415 RCW: Pesticide Application and Schools](#)
- [Chapter 15.58 RCW: Washington Pesticide Control Act](#)
- [Chapter 17.21 RCW: Washington Pesticide Application Act](#)
- [Chapter 16-228-1220 WAC: General Pesticide Rules](#)

Additional information about pesticide use requirements is available in the [Compliance Guide For the Use of Pesticides At Public Schools \(K-12\) And Licensed Day-Care Centers, Washington State Department of Agriculture \(PDF\)](#).

## About the IPM Plan Template

**The following IPM Plan template is a recommended format** to help schools achieve the health and financial benefits of IPM. It can be modified and incorporated into a school or district’s written Indoor Air Quality Management Plan.

**Some sections of the IPM Plan refer to requirements**, such as those in [Chapter 17.21.415 RCW: Pesticide Application and Schools](#). Schools can choose to keep their required pest control policies and methods with the IPM Plan.

**The IPM Coordinator** role is included in the IPM Plan Template below as best practice. An IPM Coordinator is someone who leads the school or district IPM efforts and acts as the primary contact for pest issues. This role is key to a successful IPM program. The IPM Coordinator is often a facilities department contact, a maintenance lead, or the contact person for pesticide notifications as required in [Chapter 17.21.415 RCW](#). Responsibilities may also be split between people or delegated to a [pest management professional](#). If a school or district chooses not to have an IPM Coordinator, it is highly recommended someone is chosen as a point of contact for pest management.

**A school- or district-adopted policy** is recommended. A policy is a statement or document that is accepted by the school's administrative bodies and reviewed regularly. Adopting an IPM policy will help develop administrative buy-in, support for IPM work, and regular attention on the topic. The "IPM Statement" section below is an example of a policy that could be adopted.

**Acknowledgement:** This model plan is based on the IPM Plan for Small Private Schools by [Oregon State University's School IPM Program](#). It has been developed for Washington schools in collaboration with the Urban Pesticide Education Strategy Team (UPEST).

## Contacts for Template and IPM Questions

Washington State Department of Health School Environmental Health & Safety Program

[doh.wa.gov/schoolenvironment](http://doh.wa.gov/schoolenvironment)

[schoolehs@doh.wa.gov](mailto:schoolehs@doh.wa.gov)

360-236-3330

Urban Pesticide Education Strategies Team (UPEST)

[schoolipm.wsu.edu/about-us/](http://schoolipm.wsu.edu/about-us/)

# School Integrated Pest Management (IPM) Plan Template

## Pest Management Contacts

### School or District

This plan designates the following person as the IPM Coordinator:

Name: Bruce Wayne  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

The contact information above will be reviewed and updated regularly. If needed, contact the school or district main office to identify who is responsible for pesticide applications on school grounds and pest management professionals contracted by the school or district.

### Pesticide Exposure and Misuse

Seek help from a licensed medical professional if a student or staff member has symptoms that may be related to pesticide exposure.

[Washington Poison Center](#): Call 1-800-222-1222, 24 hours a day, 7 days a week.

[Local health jurisdiction](#): Gotham County Health Department, Phone: 1-555-555-2287

[Washington State Department of Health, Pesticide Program](#): Call 360-236-3528, Monday to Friday, 8 a.m. to 5 p.m. for help answering concerns about pesticide exposure.

[Washington State Department of Agriculture](#): 1-877-301-4555 or [compliance@agr.wa.gov](mailto:compliance@agr.wa.gov). Report pesticide misuses and exposures. Emergencies should be reported immediately, and non-emergencies should be reported within 30 days.

### Community Assistance Contacts

Organizations that may provide pest control or other assistance to families at home:

Name: \_\_\_\_\_  
Contact Info: \_\_\_\_\_  
Services: \_\_\_\_\_

Name: \_\_\_\_\_  
Contact Info: \_\_\_\_\_  
Services: \_\_\_\_\_

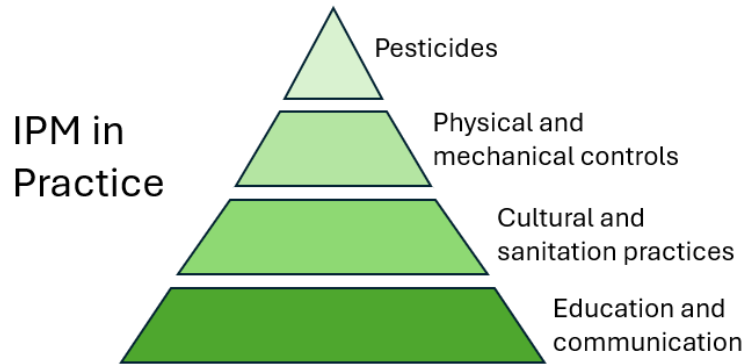
### Pest Information Sources

[Washington State University \(WSU\) Extension - Find an Expert](#)  
[County & Tribe Extension Office Locations, WSU](#)  
[National Pesticide Information Center \(NPIC\)](#)

## About Integrated Pest Management (IPM)

**Pests** can pose big problems in schools. For example, pests like mice and cockroaches can trigger asthma, mice and rats are vectors of diseases, and termites can damage structures. People tend to rely on pesticides to address pest problems. However, **pesticides** can also harm our health and the environment, and they are especially a risk to children’s developing bodies.

**IPM** is a program that reduces sources of food, water, and shelter for pests and uses the least toxic pest controls when necessary. IPM strategies are often improvements to the building or changes in people’s behavior. These methods make pesticides less necessary. IPM can protect the health and safety of students and staff while reducing costs over time.

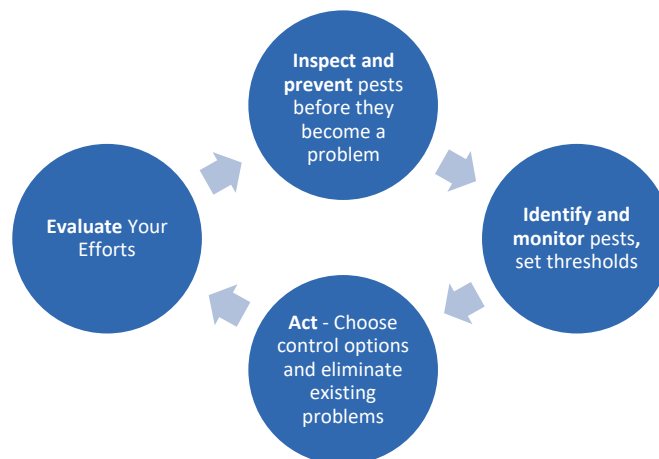


A **pesticide** is any substance or mixture used with the intent to kill or control a pest. In practice, **pesticide use is a very small part of IPM**. Instead of focusing on pesticide use, you can:

- Focus on changing behavior and sanitation practices.
- Provide education and communicate with all staff, faculty, and administrators.
- Exclude pests from food, water, and shelter using physical and mechanical controls.
- If non-chemical pest management measures are ineffective, allow the use of low-risk pesticides.

Go to [doh.wa.gov/schoolipm](http://doh.wa.gov/schoolipm) to learn more about the basic principles of IPM. Keep in mind that school **IPM is a collaborative effort** involving administrators, staff, and even students.

## Basic Principles of IPM



**Inspect** your school and look for signs of pests before they become a problem. Example IPM inspection forms are available from [Resources & Forms, OSU School IPM Program](#).

Correctly **identify** any pests before picking a course of action. There are many identification tools available to help, such as the [National Pesticide Information Center \(NPIC\)](#) and extension services.

**Monitor** the pest populations using pest sighting logs. Encourage school staff to report pests or conditions they observe. Decide when to act. Establish a pest population threshold for each type of pest you have. Act when a population is above that threshold.

**Act** by choosing the least toxic control options for the pest. Start with prevention. Remove access to food, water, and shelter. Sticky traps, glue boards, snap traps, and live traps can get rid of most pests. Only use pesticides if other methods cannot control the problem.

**Evaluate** your efforts by checking often to see whether the pest problem persists.

## IPM Statement

### Review of IPM Plan

This IPM Plan will be reviewed every 3 years. It was last updated on 04/22/2026.

### IPM Statement

The health and safety of students and staff is our top priority. It is the intent of Gotham High School to control pests using basic IPM principles. This includes the following actions:

- Inspect for concerns.
- Identify and monitor pests.
- Act by excluding pests from food, water, and shelter.
- Evaluate efforts.

Whenever possible, exclusion and other common-sense prevention techniques will be used instead of pesticides. We will only use the lowest amounts of the least hazardous chemical pest controls. Users will follow all pesticide label directions and adhere to any further Washington State Department of Agriculture (WSDA) restrictions.

Pesticides will only be applied:

- By trained or licensed employees or pest professionals.
- To treat identified pest problems.
- Away from areas occupied by children. This may include playfields and grounds, the perimeter of the school, or inside the school.

## Notification and Records

Gotham High School will comply with the applicable state regulations **required** by [RCW 17.21.415](#). In brief, public schools in Washington state must:

- Provide written notification of pest control policies and methods to parents and employees upon request.
- Post notices of pesticide applications, with specific requirements.
- Make records of pesticide applications and an annual summary available to interested parents.

## Responsibilities

### IPM Coordinator Responsibilities

#### Communicate and Educate

The IPM Coordinator will share information with faculty, staff, and administrators, such as [Pest Press Handouts](#) and school or district updates.

#### Attend Training

The IPM Coordinator is asked to learn [basic IPM principles](#). They will become familiar with Washington requirements for pest exclusion and pesticide use in schools. Attending hands-on training opportunities is encouraged. Webinars are also available, such as [Webinars about IPM, US EPA](#).

#### Oversee Pest Management and Prevention

- Lead thorough inspections for pests and conditions that attract pests.
- Coordinate prompt responses to concerns and keep thorough records.
- Establish acceptable thresholds for pests after consulting with school administrators and staff.
- Conduct and oversee all actions using IPM principles when pests, or signs of pests, are found.
- Provide this IPM Plan to landscape and pest control contractors.

### School Facilities Staff Responsibilities

Facilities staff members will play an active role in school IPM. They will respond to concerns and help ensure exclusion practices are in place and working. This might include sealing pest entry points and repairing pest exclusion tools like external door sweeps. They also assist in monitoring for pest signs and reminding other staff members about school IPM practices.

Facilities staff members will learn [basic IPM principles](#) and research specific pests and practices. Tools can be found at [School IPM: Resources](#).

### School Faculty and Staff Responsibilities

Pest management happens at the classroom level. All staff will learn [basic IPM principles](#) and report pest concerns. This includes faculty, school nurses, coaches, custodians, grounds staff, administrative staff, and others. Start with [How to Increase the Effectiveness of an Integrated Pest Management Program, U.S. EPA](#).

### Administrator Responsibilities

School administrators will learn [basic IPM principles](#), prioritize IPM in decisions, and make time for staff IPM education. Start with [Information for Participants Implementing IPM in Schools: School Administrators, U.S. EPA](#).

## Signatures

This IPM plan and statement have been approved by:

<u>Bruce Wayne</u>	<u>[Signature]</u>	<u>04/22/2026</u>
Name, School or District IPM Coordinator	Signature	Date
<u>Lucius Fox</u>	<u>[Signature]</u>	<u>04/22/2026</u>
Name, School or District Facilities Maintenance Lead	Signature	Date
<u>James Gordon</u>	<u>[Signature]</u>	<u>04/22/2026</u>
Name, School or District Administrator	Signature	Date

## Resources

School Integrated Pest Management, Washington DOH – basic principles, hiring a professional, Pest Press handouts, and resources

[doh.wa.gov/schoolipm](http://doh.wa.gov/schoolipm)

Integrated Pest Management Tools, U.S. EPA – sighting log and checklists

[www.epa.gov/ipm/integrated-pest-management-tools-resources-support-ipm-implementation#sighting](http://www.epa.gov/ipm/integrated-pest-management-tools-resources-support-ipm-implementation#sighting)

Health Benefits of Integrated Pest Management in Schools, U.S. EPA – includes measured results and statistics

[www.epa.gov/ipm/health-benefits-integrated-pest-management-schools](http://www.epa.gov/ipm/health-benefits-integrated-pest-management-schools)

Webinars about Integrated Pest Management, U.S. EPA

[www.epa.gov/ipm/webinars-about-integrated-pest-management](http://www.epa.gov/ipm/webinars-about-integrated-pest-management)

Compliance Guide For the Use of Pesticides At Public Schools (K-12) And Licensed Day-Care Centers, WSDA

[cms.agr.wa.gov/WSDAKentico/Imported/ComplGuidePub075.pdf](http://cms.agr.wa.gov/WSDAKentico/Imported/ComplGuidePub075.pdf)

Urban Pesticide Education Strategies Team (UPEST)

[schoolipm.wsu.edu/about-us/](http://schoolipm.wsu.edu/about-us/)

WSDA Pesticide Applicator Recertification Courses

[agr.wa.gov/services/licenses-permits-and-certificates/pesticide-license-and-recertification/recertification/recertification-courses](http://agr.wa.gov/services/licenses-permits-and-certificates/pesticide-license-and-recertification/recertification/recertification-courses)

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