

SAFETY INSPECTIONS

Date of Adoption: May 17, 1984

The safety and welfare of the students and staff of Scotch Plains-Fanwood Public Schools is of the utmost importance at all times. Building Administrators play a major role in assuring that the facilities are safe and free from hazards that may cause injury or damage, thus hampering the educational program.

The Building Administrator and the Head Custodian will conduct a safety audit each month utilizing the District Safety Audit Form provided. In addition to the submission of the form, the Building Administrator will prepare the necessary work orders for submission to the Business Office. Building Administrators may wish to involve the Supervisor of Buildings and Grounds on periodic inspections or when technical advice is necessary.

Fire safety inspections will be conducted quarterly (September, December, April, July) by the Building Administrator and Head Custodian. The State of New Jersey Fire Inspection Form will be utilized in conducting these inspections. Building Administrators may include other personnel when necessary as well as the Fire Inspectors from the Scotch Plains Fire Department.

These inspections are in addition to all other established safety inspections and drills as required by State Law Title 18A and New Jersey Administrative Code Title 6.

Scotch Plains-Fanwood Public Schools