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Oak Grove School District Employee Safety Newsletter

Safety Committee

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Avoid Asthma and Allergy Triggers in the Classroom

Unblock Vents and Keep Air Flowing

Inadequate ventilation can cause headaches and drowsiness. Keep fan controls set to "On". Attach a string to a pole to check vent airflow.

Avoid Scented Products

Air fresheners, candles, perfumes and personal products can add contaminants to air.

Use District-Approved Cleaning Products

Clearly labeled authorized products should be tightly capped. No products from home should be brought to school. All chemicals must have a Safety Data Sheet on file.

Don't Invite Pests Into the Classroom

Store Food in Airtight Containers

Avoid Upholstered Furniture and Clutter

A custodian-friendly room makes it easier to remove dust mites, pet dander and mold.

Help To Prevent and Eliminate Mold

Clean and dry classroom spills thoroughly. Alert building staff to leaks, and wall and ceiling discoloration.

Be An Early Warning System

Report unhealthy and uncomfortable conditions to building staff, including problems with odors, pests, vehicle exhaust, temperature and ventilation.

Please notify the M&O Department if an Indoor Air Quality concern continues.

DISINFECTING WIPES

Disinfecting wipes are pesticides and must be used according to label directions.

Disinfecting wipes are antimicrobial products that are used to kill germs. Many teachers and other school staff use disinfecting wipes daily for health and safety purposes. Disinfecting wipes are registered pesticides and like all pesticides, must be used according to the label directions, including keeping them out of the reach of children.

Microfiber cloths are a reusable, less expensive alternative to disinfecting wipes that do an effective excellent job at cleaning dirt, grime, and germs from nonporous surfaces with nothing more than rinsing and wringing the cloth out with water before and after use.

All school staff who use disinfecting wipes are required to participate in training to learn about the safe use of pesticides around children. All certificates showing training date must be posted in the classroom, custodial closet or office.

For questions about the use of disinfectants, contact Fred Dickey or James Moreno, M&O Managers, for more information.

PEST MANAGEMENT

Integrated Pest Management (IPM) is the foundation for accomplishing the District's maintenance and enhancement plans. The District is committed to the pursuit of least chemical pest management. However, the need for a chemical tool may be established by following procedures outlined in the district procedure for IPM. These procedures and the selection criteria are designed to safeguard the health and well-being of the district's students, staff and community members, as well as to maintain a safe school environment.

It is the policy of Oak Grove School District that the least toxic pest management practices are the preferred method of managing pests and that the District, in order to reduce everyone's exposure to toxic pesticides, shall take the necessary steps pursuant to Food and Agriculture Code section 13180 to facilitate the adoption of the least toxic pest management practices at all sites.

The District's IPM program begins with education, habitat management, alteration of maintenance activities, physical, biological, and chemical controls.

The IPM plan is available to all employees on the District's website in the M&O folder.

SAFETY DATA SHEETS PROGRAM

The Federal OSHA standard, 29 CFR 1910.1200 requires that employers provide access to current material safety data sheets (SDS) for all hazardous materials used by employees and/or customers. Oak Grove School District has researched an efficient procedure and has contracted with the 3E Company to assist us to provide a safe environment for all staff and students.

SDS contain valuable safety information. They can also help to reduce risk and potential liability related to chemical use and exposure. SDS should be requested in medical emergencies, chemical spills and employee training situations.

The SDS on Demand program provides us with access to more than 1.25 million updated product-specific SDS. This service is very easy to use: simply call 3E's toll-free 800 number 24 hours a day, 365 days a year to request SDS. The SDS will be faxed or mailed to the resistor within a specific time frame, according to the urgency of the request.

Material are provided for your reference at your site.

HOW TO REQUEST SDS:

To request a safety data sheet (SDS), simply call, fax, or mail your request to 3E Company. To ensure your request is quickly processed, it is extremely important to provide as much of the following product information as possible:

- ◆ Product Name
- ◆ Manufacturer name
- ◆ Product Number (found on side of container)
- ◆ UPC code (if available)

Please be as specific as possible when requesting an SDS for a product (e.g. Sherwin Williams, clear acrylic paint, #1303). Separate SDS are maintained for products that have even very minor differences from others (e.g. colors, aerosol vs. pourable, concentrated vs. ready-to-use).

Please do not have unmarked bottles containing hazardous chemicals!

HOW TO RECEIVE THE REQUESTED SDS:

Upon completion of your SDS request, 3E can fax or mail directly to your site or to whomever you have specified on your request (e.g. hospital, clinic).

The 3E program provides the following to assist with compliance:

- ◆ 24 hour Safety Data Sheet Program
- ◆ 24-hour spill and information hotline
- ◆ 24-hour exposure/poison control hotline.

It is imperative that employees DO NOT bring their own supplies from home. All chemicals used at Oak Grove School District must be approved and on the SDS list.

It is the policy of Oak Grove School District to comply with all applicable regulations regarding asbestos management and to prevent illness to employees and damage to the environment from the use, removal, and disposal of asbestos.

The California Asbestos Notification Bill (AB 3713) requires the District to notify employees of the presence of asbestos containing material (ACM) in the building they occupy. Like many buildings built before the 1990's Oak Grove School District (OGSD) has sites containing some asbestos in the building materials. The most common types of ACM which have been found at OGSD are vinyl floor tiles, sheet vinyl floor covering, mastic (floor tile glue), sheet rock and ceiling panels. These asbestos containing building materials pose no risk of exposure to building occupants unless they are damaged or disturbed in a way that releases fibers into the air where they can be inhaled or ingested.

As part of our ongoing effort to maintain a safe and healthy working environment, and in conjunction with scheduled facility renovations, asbestos is removed whenever feasible. Each asbestos removal project is done by certified contractors and is closely monitored and supervised. Air monitoring is conducted and wipe samples are taken to ensure the effectiveness of fiber control measures and to ensure that all work is conducted in strict accordance with Oak Grove's Asbestos Plan specifications as well as federal, state and local asbestos abatement regulations.

The District has an AHERA (Asbestos Hazard Emergency Response Act) plan which reports asbestos material at each site. The AHERA plan can be found in the M&O office as well as on the District's website. If you have any questions or concerns about asbestos related projects at OGSD please contact Fred Dickey or James Moreno.

