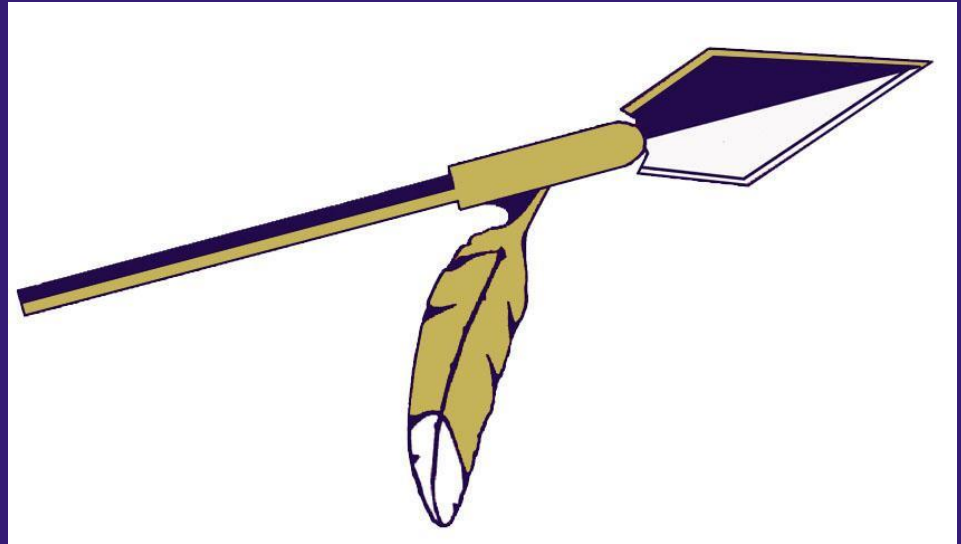


Alvarado ISD Facilities

DO'S
+
DON'TS



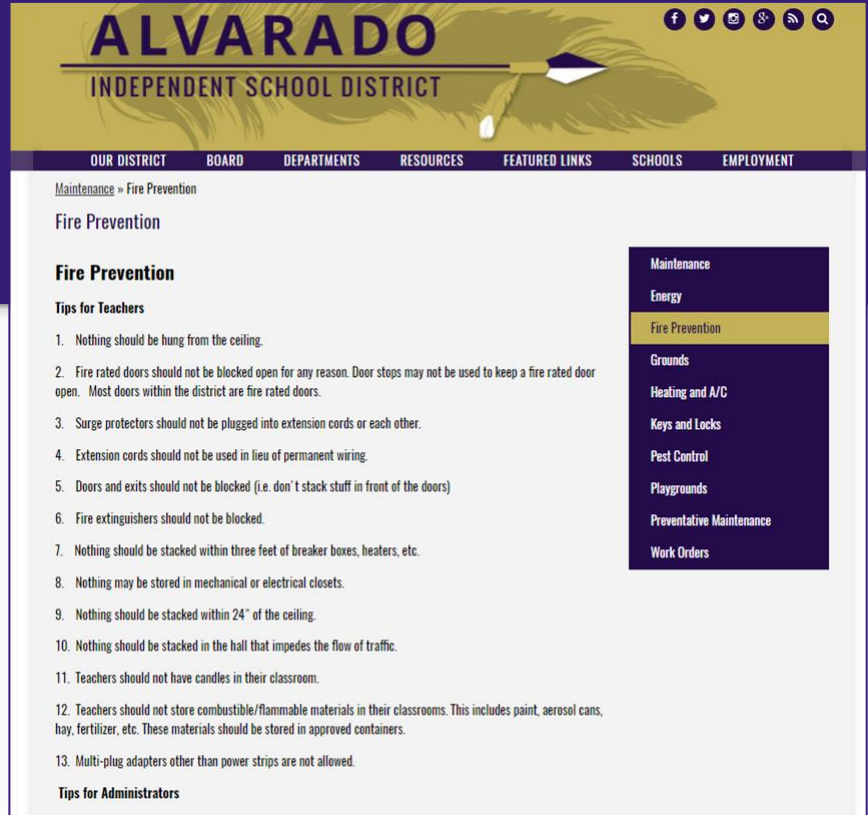
Alvarado ISD Facilities

- Fire Code
- Facility Rentals
- Access Control
- Energy Policy
- IPM Policy (*Integrated Pest Management*)
- Painting
- Vandalism

Fire Code

The Fire Code is a part of the Building Code which are laws governing school facilities and businesses.

The AISD web-site has a page that has several helpful hints for teachers and administrators.



The screenshot shows the Alvarado Independent School District website. The header features the district name and a logo of a quill pen. A navigation menu includes links for 'OUR DISTRICT', 'BOARD', 'DEPARTMENTS', 'RESOURCES', 'FEATURED LINKS', 'SCHOOLS', and 'EMPLOYMENT'. The main content area is titled 'Fire Prevention' and includes a breadcrumb trail 'Maintenance » Fire Prevention'. A sidebar on the right contains a menu with items like 'Maintenance', 'Energy', 'Fire Prevention', 'Grounds', 'Heating and A/C', 'Keys and Locks', 'Pest Control', 'Playgrounds', 'Preventative Maintenance', and 'Work Orders'. The main text provides 'Tips for Teachers' with 13 numbered items regarding fire safety, such as not hanging items from the ceiling, keeping fire-rated doors open, and proper storage of materials.

ALVARADO
INDEPENDENT SCHOOL DISTRICT

OUR DISTRICT BOARD DEPARTMENTS RESOURCES FEATURED LINKS SCHOOLS EMPLOYMENT

Maintenance » Fire Prevention

Fire Prevention

Fire Prevention

Tips for Teachers

1. Nothing should be hung from the ceiling.
2. Fire rated doors should not be blocked open for any reason. Door stops may not be used to keep a fire rated door open. Most doors within the district are fire rated doors.
3. Surge protectors should not be plugged into extension cords or each other.
4. Extension cords should not be used in lieu of permanent wiring.
5. Doors and exits should not be blocked (i.e. don't stack stuff in front of the doors)
6. Fire extinguishers should not be blocked.
7. Nothing should be stacked within three feet of breaker boxes, heaters, etc.
8. Nothing may be stored in mechanical or electrical closets.
9. Nothing should be stacked within 24" of the ceiling.
10. Nothing should be stacked in the hall that impedes the flow of traffic.
11. Teachers should not have candles in their classroom.
12. Teachers should not store combustible/flammable materials in their classrooms. This includes paint, aerosol cans, hay, fertilizer, etc. These materials should be stored in approved containers.
13. Multi-plug adapters other than power strips are not allowed.

Tips for Administrators

Maintenance
Energy
Fire Prevention
Grounds
Heating and A/C
Keys and Locks
Pest Control
Playgrounds
Preventative Maintenance
Work Orders

Fire Code



Prohibited items:

- Home style extension cords
- Multi Plug adapters



Fire Code

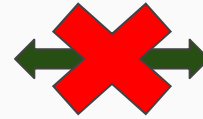
- Extension Cords - may be used as long as they are not in lieu of permanent wiring and do not create a trip hazard.
- Surge Protectors - may be used



Fire Code



- You may NOT use an extension cord and a surge protector together.
- You may NOT use multiple extension cords or surge protectors together.



Fire Code

Decorating



- Can not cover more than 20% of the wall.
- Can not block the path to an exit.
- Can not extend from the floor to the ceiling.
- Can not hang from the ceiling.



Fire Code

Storage

Items may not be stored within 24" of the ceiling if the building does NOT have fire sprinklers

Or

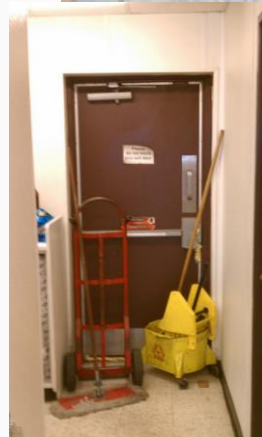
Items may not be stored within 18" of the ceiling if the building does have fire sprinklers



**Fire
Sprinkler
Heads**



Fire Code



Doors

Most of the doors in our buildings are fire rated doors. These are the interior and exterior doors leading into rooms or buildings and doors leading to a hallway or corridor.

- These doors may NOT:
 - be blocked off
 - be propped open with door stops
 - have items attached to them

Facility Rentals

Any AISD sponsored event would be coordinated through the campus where the event will take place.

Example: If an AHS Volleyball game will be at the JH then the event will be coordinated through the JH office.

Any non AISD event must go through the Operations Department for scheduling, insurance, payments, etc.

https://www.alvaradoisd.net/departments/operations/facility_rentals



Access Control

We have access control on most of our buildings.

Doors are scheduled in advance through the campus office with the campus administrator approval.

Rental access is scheduled with a rental agreement through the Operations Department.

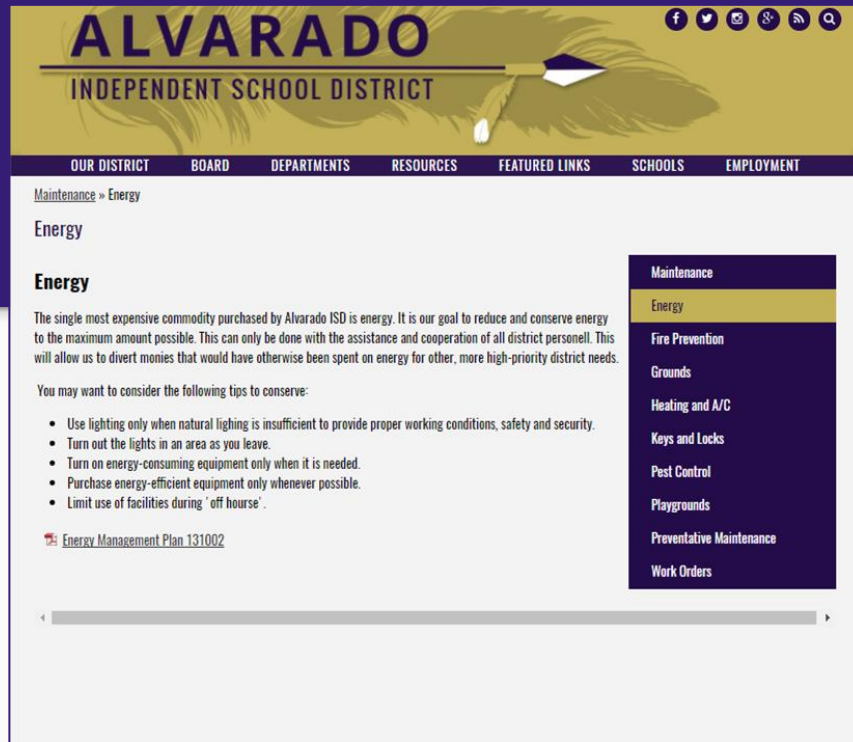
Do Not Prop Doors Open.



Energy Policy

The Energy Management Plan is the part of our policies that deal with the energy efficiency of our school facilities.

The AISD web-site has a page that has several helpful strategies for teachers and administrators.



The screenshot shows the Alvarado Independent School District website. The header features the district name and a logo of a quill pen. A navigation menu includes links for 'OUR DISTRICT', 'BOARD', 'DEPARTMENTS', 'RESOURCES', 'FEATURED LINKS', 'SCHOOLS', and 'EMPLOYMENT'. The main content area is titled 'Energy' and includes a paragraph explaining the district's goal to reduce energy consumption. A list of tips for energy conservation is provided, such as using natural lighting and turning off lights. A sidebar on the right contains a menu with items like 'Maintenance', 'Energy', 'Fire Prevention', 'Grounds', 'Heating and A/C', 'Keys and Locks', 'Pest Control', 'Playgrounds', 'Preventative Maintenance', and 'Work Orders'. A link to the 'Energy Management Plan 131002' is also visible.

Energy Policy

Remember to turn items off when you are leaving.

- Computer
- Projector
- Radios
- Lights



Energy Policy

Lamps

- Floor Lamps
- Desk Lamps

Should only be used for educational purposes, not decoration.

Lamps should be used with energy efficient bulbs. Use fluorescent or LED bulbs only.



Energy Policy

Plug-in Air fresheners



Plug-in air fresheners will not be used in the building.

No open flame candles will be used in the building.



Energy Policy

Rope Lights /
Christmas Lights



Rope or string lights will
not be used in the school
buildings.



Energy Policy

Personal appliances will not be allowed in the classrooms.

These include but are not limited to:

- Refrigerators
- Microwaves
- Coffee Pots
- Hot Plates
- Space Heaters



Refrigerators



Microwaves



Space Heaters



Coffee Pots



Hot Plates



IPM Policy

The IPM Policy (*Integrated Pest Management*) is the part of our policies that deal with the Pest Management in and around our school facilities.

The AISD web-site has a page that has several helpful hints for teachers and administrators.

The screenshot displays the Alvarado Independent School District website. At the top, the district name "ALVARADO INDEPENDENT SCHOOL DISTRICT" is prominently featured in a dark blue banner with a yellow background. To the right of the banner are social media icons for Facebook, Twitter, Instagram, YouTube, and LinkedIn, along with a search icon. Below the banner is a navigation menu with links for "OUR DISTRICT", "BOARD", "DEPARTMENTS", "RESOURCES", "FEATURED LINKS", "SCHOOLS", and "EMPLOYMENT". The main content area is titled "Maintenance » Pest Control" and "Pest Control". It includes a sub-section "Pest Control" with a paragraph explaining that maintenance provides exterminator service to all buildings at no cost to the site, treating for roaches, rodents, and other pests on a regular basis. A "Pesticides" section follows, stating that no pesticides should be brought onto the property. Below that is a section for "Bees, Wasps, Ants" which describes the emergency response for bee or wasp stings and provides instructions for ant infestations. A "Prevention" section lists four key actions: storing food in airtight containers, cleaning up crumbs, not leaving open soft drink containers, and keeping exterior doors closed. At the bottom of the page, there is a link for an "Insect/Rodent Sighting Form". On the right side of the page, there is a vertical navigation menu with links for "Maintenance", "Energy", "Fire Prevention", "Grounds", "Heating and A/C", "Keys and Locks", "Pest Control" (which is highlighted in yellow), "Playgrounds", "Preventative Maintenance", and "Work Orders".

Pest Tracking Record

Report those pest!

On every campus there is at least one form located in the front office area or the lounge area. Ask your campus for the specific location.

If you see a reasonable amount of insects, rodents, snakes or other pest, record that information on the Pest Tracking Form.

If there is an immediate Danger call the Maintenance Department or your campus office

CARSON PEST MANAGEMENT OH RATS!
 558-4223 Mansfield 295-7348 Barberton 585-1103 Hillbore
 573-9547 Granbury 887-7863 Glen Rose 556-3128 Arlington
 641-6253 Cleburne 558-4223 Ft Worth 775-2578 Midlothian
 1-800-564-PEST FAX 817-558-9211

PEST TRACKING RECORD

OBSERVER INITIALS	DATE	LOCATION OF PEST (Exact Location)	TYPE OF PEST					CARSON REP INITIALS & DATE
			WATERBUG	ROACH	ANT	RODENT	OTHER	
<small>PLEASE BE SPECIFIC ON NUMBER OF PEST AND EXACT LOCATION (e.i.: Around 5 Small Roaches by Kitchen Sink)</small>								
CT	4/13/15	Supply Closet Hall						Baby Snake
CT	11/4/15	Bathroom						Ants
MR	1/3/15	Bathroom						Ants
NM	1/24/16	3rd room cabinet in Hall						mouse feces
JD	8/8/16	Restroom						Ants on floor urinal
JD	8/8/16	Office						Ants in office
JD	10/10/17	Hallway						Roach-Under bugs

OBSERVER INITIALS	DATE	LOCATION OF PEST (Exact Location)	TYPE OF PEST					CARSON REP INITIALS & DATE
			WATERBUG	ROACH	ANT	RODENT	OTHER	
<small>PLEASE BE SPECIFIC ON NUMBER OF PEST AND EXACT LOCATION (e.i.: Around 5 Small Roaches by Kitchen Sink)</small>								
CT	4/13/15	Supply Closet Hall						Baby Snake
CT	11/4/15	Bathroom						Ants
MR	1/3/15	Bathroom						Ants

What everyone should be doing.

1. Keep all food items in closed containers.
2. Do not leave candy wrappers or trash in the desks, they will attract pests.
3. Make sure all trash is being emptied regularly.
4. Do not let empty boxes and clutter pile up, they become roach hotels.
5. Report leaking pipes or faucets, holes and cracks in the walls to the proper people.



What everyone should be doing.



6. **DO NOT** use any pesticides in or around schools. You are not allowed to have them on school premises.
7. **DO NOT** re-enter the school for any reason for the number of hours specified in current Texas law if any pesticides shall be used in school.



NOTICE OF PEST CONTROL TREATMENT

Date(s) of planned inspections and/or treatment: 3rd Thursday
Facility: Admin / Technology / Day Care Building

Re-Entry Time (if applicable):

Extenuating circumstances may require unplanned treatments. To confirm treatment dates, please call the contact listed below. We make every effort to limit or eliminate the use of pesticides in this facility, but sometimes the use of pesticides is necessary.

For more information call or contact:

CARSON
Pest Management
Division of Carson Pest Control, Inc.
9000 Old 2210 No. Hwy. Cleburne, Texas 76033

FT WORTH	558-4223	ARLINGTON	558-126
BURLESON	295-7349	GLEN ROSE	897-703
CLEBURNE	641-6253	GRANBURY	573-047
HILLSBORO	580-1163	MIDLOTHIAN	775-2515
MANSFIELD	558-4223		1-800-564-PEST

FAX 817-558-9211

National Pesticide Telecommunications Network
1-800-858-7378

A Consumer Information Sheet may be obtained from the management.

Pest Control applicators are licensed by the
TDA, TEXAS STRUCTURAL PEST CONTROL SERVICES
PO Box 12847, Austin, Texas 78711 - 2847
(512) 305-9250 or 1-866-918-4481 or FAX 1-866-232-2567

" OH RATS ! "

PLEASE SIGN, DATE & FAX BACK AS SOON AS POSSIBLE.

Signature _____ Date _____

Re-Entry Time (if applicable):

Painting

AISD Maintenance Department paints every campus on a ten year rotation. This is scheduled over the school holidays and summer vacation time periods.

2021	Lillian Elementary School
2022	High School
2023	High School
2024	Ancillary Buildings (Community Ed. & Charles Head)
2025	Junior High School
2026	Junior High School
2027	Intermediate School
2028	Intermediate School
2029	North Elementary
2030	South Elementary
2031	Administration Buildings

Painting

Emergency Painting:

Emergency Painting is rare but is occasionally needed.

This is typically a result of fire, flooding or vandalism.

These will be handled on a case by case basis.

Painting

Elective Painting Outside of the Paint Schedule:

If a principal chooses to have an area painted outside of the regular paint schedule the Operations Department will coordinate the painting either in-house or through our approved painting contractor.

This will be a campus expense.

No staff members are allowed to paint any part or area of any building.

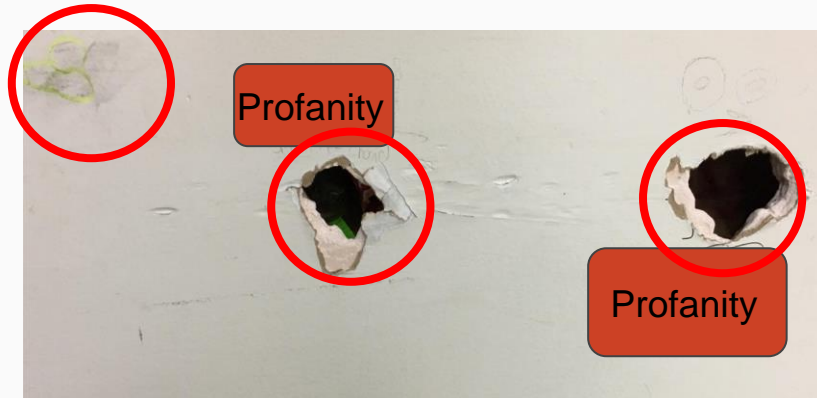
Painting

Vandalism:

No student or staff members should paint any part or area of any building. This includes overspray on any driveway, sidewalk or parking lot.



Vandalism



Inspiring and Empowering Learners

“The only way to get out of mediocrity is to keep shooting for excellence..”

- Eric Thomas

Mission Statement

*INSPIRING AND EMPOWERING
LEARNERS*

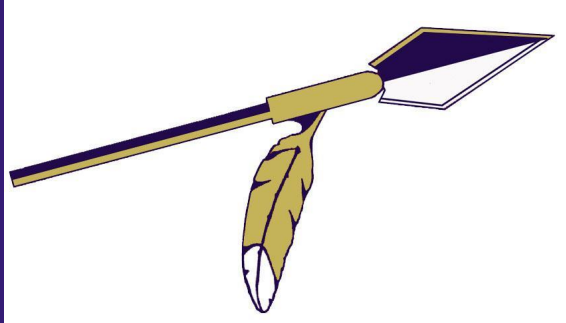
Vision Statement

*TO BE THE MOST SOUGHT AFTER
SCHOOL DISTRICT IN THE STATE OF
TEXAS.*



Contact us:

Alvarado ISD
Operations Dept.
(817)783-6807



Thank You
for Helping Us Help the
Students of Alvarado!

