

CLASSROOM SAFETY AND FIRE REGULATION
BACK TO SCHOOL CHECKLIST



BETHLEHEM
AREA SCHOOL DISTRICT

CLASSROOM: _____

In our efforts to increase the safety of our buildings and maintain a safe working/ learning environment for all, the Workplace Safety Committee (WSC) requests each teacher to begin the school year by eliminating common safety hazards. Please utilize this checklist to assist in preparing your safe classroom for the next school year. Please check each item below, sign this form and return it to your building administrator confirming that your classroom is as safe as it can be for you and your students to start the school year.

- Items must not be stored closer than 12" from the ceiling, 18" if sprinkler heads are in the room
- Items hung from the ceiling must be: _____ Pre- approved by your principal and WSC
_____ Flame retardant
_____ Hung with flame resistant devices
_____ 12" from the ceiling (18" if sprinkler heads are present)
- Bookshelves or tall storage items must be anchored to the wall.
- Air fresheners/ incense/ diffusers/ candles are **NOT** permitted. No personal heaters or fans permitted.
- Small appliances (coffee pot, keurig, mini fridge, microwave, etc.) must be confined to designated break rooms.
- Decorative, high pile area rugs are not permitted.
- Reading rugs must be: _____ Free of rips and tears
_____ Flat on the floor and not curled at the corners
_____ Cleaned by the classroom teacher if the rug is not provided by district
- Emergency exit windows must be clearly labeled and unobstructed.
- String lights are not permitted.
- Curtains are not permitted unless provided by district.
- Furniture other than district provided items must be: _____ Pre- approved by your principal and WSC
_____ Positioned away from aisles and walkways
_____ Constructed with easy to clean surfaces
_____ Solid and not stuffed (i.e. bean bag chair, couch, etc.)
- Power strips shall be used in place of extension cords.
- Cords running across high traffic areas must be covered with a threshold.
- Stuffed animals shall be: _____ Kept to a minimum in classrooms (no more than five displayed at one time)
_____ Related to the curriculum
_____ Washable and regularly cleaned by the classroom teacher
_____ Stored in a plastic tote or removed from the school when not displayed.
- Live animals are prohibited unless directly related to the curriculum and pre-approved by your principal.
- Science labs and workshops are equipped with appropriate Personal Protective Equipment (PPE).
- Eyewash stations and safety showers are unobstructed and operate properly.

Checklist completed by: _____ **Date:** _____