



General Walk-through- Please check the appropriate response

Room # / Area:

1. General Cleanliness

- G Room is cleaned thoroughly and regularly
- G Need help with cleaning and pest control

- G There have rarely been any spills in the room
- G Need help with cleaning spills

- G Materials (paper) are stored in cupboards or containers
- G Room appears cluttered; need help with storage of materials.

- G Chalk boards are used, but dust does not appear to be a problem.
- G Chalk dust is a problem; should consider replacement with white boards.

Comments:

2. Flooring and Furnishings

- G Minimal areas are carpeted, and are cleaned regularly.
- G Carpets should be replaced.

- G Window blinds, curtains, and slipcovers on furniture are cleaned regularly.
- G Need help with cleaning blinds, curtains and furniture.

3. Clothing Storage/ Lockers

- G Wet/damp clothing and footwear are cleaned and dried regularly.
- G Need help with damp clothing and footwear.

- G Lockers are cleaned out regularly.
- G Need help with regular cleaning of lockers.

4. Animals Present

- G There are no animals in the room/area
- G Exposure to animal allergens is minimized
- G Need help minimizing exposure to animal allergens

- G No students have animal allergies
- G Students with allergies have been identified
- G Need help determining if students have allergies

Comments:

5. Drain Traps

- G There are no drain traps in the room
- G Drain traps are filled regularly
- G Need help filling dry drain traps regularly
- G Don't know - need more information

Comments:

6. Excess Moisture

- G No condensation found
- G Some condensation, depending on activities
- G Excess condensation found

- G No leaks or signs of moisture
- G Found leaks or signs of moisture
- G Don't know, need more information

Comments:

7. Thermal Comfort

- G Room typically comfortable
- G Help required, room frequently uncomfortable

Comments:

8. Ventilation

- G Location of the unit ventilator is known
- G Location of air supply and return vents is known
- G Need help, locations not known

- G Air is flowing (from air supply vent(s)) without obstruction
- G No air supply, air is not flowing

- G Air is flowing (at air return grille(s)) without obstruction
- G Need help, air is not flowing
- G Need more information to determine air flow

- G Windows are operable
- G Need help determining type of ventilation

- G Garbage dumpster is located away from ventilation intake, doors and windows.
- G Need help with location of dumpster.

Comments:

9. Odours

- G No problem with odours
- G Found source of odours and corrected problem
- G Need help, sometimes unexplained odours

Comments:

10. Energy Efficiency

- G Energy efficiency practices are followed
- G Need more information / help with energy efficiency practices

Comments:

11. General/Hazardous Materials

- G Hazardous materials are disposed of and replaced properly.
- G Need help with hazardous materials
- G Hazardous materials are stored properly
- G Need help with storage and/or finding alternative products.
- G Non-toxic unscented products are used in school.
- G Need help with non-toxic, unscented products.

Comments:

12. Personal Care Products

- G A scent-free policy is in place and is understood clearly.
- G Need more information on scent free environments.

Comments:

13. Custodial Supply Closets

- G Wet mops are cleaned and dried regularly
- G Need help with cleaning mops.

- G Minimal supplies are stored, properly.
- G Need help with storage of supplies.

Comments:

14. Photocopying/Laminating Rooms

- G Photocopying/laminating room is located in a low traffic area.
- G Photocopying/laminating equipment should be moved.

- G Adequate ventilation is supplied to room.
- G Need help with ventilation in this room.

Comments:

15. Repairs and Construction

- G Repairs to school are done outside of regular school hours.
- G Need help to have work done outside of regular school hours.

- G Safe, low odor materials are used.
- G Need help with materials used.

Comments: _____

Classrooms/Laboratories/Industrial & Vocational Teaching Areas

16. Local Exhaust Fans and Fume Hoods

Local Exhaust Fans and Fume Hoods - If there are no activities that generate air pollutants, you do not need a local exhaust fan or fume hood. Fans and hoods are used for activities that generate significant quantities of pollutants (e.g., spray painting, science experiments etc.)

- G No major pollutant generating activities

- G Have fume hood and/or exhaust fan
- G Need fume hood and/or exhaust fan

- G Fans function; no odours in adjacent areas
- G Fume hood is in good repair, certified yearly
- G Need help, hood or exhaust fan does not appear to function properly

Comments: _____

17. Locker Rooms /Washrooms

- G Locker rooms and showers are cleaned
- G Need help to have showers and locker rooms cleaned regularly and proper
- G Both hot and cold water taps are functioning properly
- G Hot and cold water taps need maintenance to function properly

- G Soap dispensers are filled and functioning properly
- G Soap dispensers are often not filled and require maintenance

- G Toilets are functioning properly, with no evidence of flooding or blockages
- G Toilets require maintenance to function properly

- G Soiled clothes are removed regularly
- G Need help to have soiled clothes or towels removed regularly

Comments: _____

18. Supplies -Art Rooms, Science Laboratories, and Industrial/Vocational education

Examples of art supplies that may contribute to air quality problems include: solvents, inks, adhesives, glues, wax, varnishes, lacquers, powdered pigments, acids, clays, paints and firing kilns. **Examples of science supplies** include: solvents, acids, and flammable, caustic, biological, and compressed gases. **Examples of industrial/vocational education supplies** include: solvents, fuels, adhesives, painting, soldering, welding, grinding, and baking/heating, dark room materials.

- G Supplies are safe to use
- G Need help inventorying supplies
- G Need help interpreting label warnings and determining if supplies are safe.

- G Good safety, handling, storage and disposal practices followed of hazardous materials.
- G Need help developing good safety, handling, storage and disposal practices

- G Ventilation is appropriate to activity.
- G Need help with ventilation.

Comments: _____

19. Recycling

- G Paper recycling boxes and bins are used
- G There is no recycling of paper

- G Beverage containers are rinsed and recycled
- G There is no recycling of beverage containers

- G Need more information on recycling

Comments: _____

General Outdoor Walk-About

20. Surrounding Environment

- G School is located in high traffic/industrial area
- G Traffic/industry is minimal.

- G Trees/shrubs act as a natural barrier around the school.
- G Natural barrier needed.

21. Bus and Vehicle Parking

- G Buses and Parent vehicles do not idle their vehicles
- G Some vehicles are idling
- G Vehicles are idling near doorways and windows
- G The ventilation intake to the school is located away from the school parking areas
- G Need help in determining location of the school ventilation system

Comments: _____

22. Excess Moisture

- G There are no signs of excess moisture on the exterior of the building
- G There are stains on the exterior of the building, indicating possible leaks or moisture problems
- G Trees/shrubs are planted 1 m. or more away from the school.
- G Need help to determine if there is excess moisture

Comments: _____

23. School Yard Drainage

- G Ground appears to be graded away from the school
- G There appears to be areas of "puddling" after a rainfall
- G Need help to determine if drainage is a problem

Comments: _____

24. School Yard Vegetation and Playground Equipment

- G The playground equipment appears to be in good condition
- G Some equipment is in need of repair or removal

- G There are areas of shade where students spend their time outdoor
- G Playground is bare; more vegetation is needed

Comments: _____

25. School Smoking Areas

- G Smoking areas are located away from ventilation intake, doors and windows
- G Need help with smoking area location.

Comments: _____
