

# MODEL HEALTHY AND SAFE SCHOOLS PLAN

## Introduction

In 2017, the Oregon State Legislature passed SB 1062, which requires that, every school district, education service district, and public charter school develop a Healthy and Safe Schools Plan (HASS Plan). Each organization's HASS Plan has specific requirements that must be included for the HASS Plan to comply with state law. All HASS Plans are due to the Oregon Department of Education by July 1, 2019. Additionally, each school district, education service district, and public charter school is required to certify annually that the organization continues to comply with the requirements of the HASS Plan by filing an Annual Statement.

The Department of Education has developed this model Healthy and Safe Schools Plan to assist school districts, education service districts, and public charter schools. The plan has a section for instructions and then a section that includes model language that, if used, will meet the HASS Plan requirements. An organization is not required to use any model language, but must ensure that the HASS Plan created by the district meets all statutory requirements.

It is important to read through the instructions and the model language. Each organization will need to include organization specific information and language in the model plan. **Submitting the model language with no additional information will not meet HASS Plan requirements.**

The HASS Plan must contain the following requirements:

1. Contact information for the person responsible for maintaining the HASS Plan;
2. Contact information for the designated IPM Coordinator;
3. Contact information for the person responsible for maintaining AHERA information;
4. A list of all buildings, owned or leased by the organization;
5. Provisions for testing for and reducing exposure to elevated levels of lead in water;
6. Provisions for addressing hazards associated with lead paint;
7. Provisions for testing and reducing exposure to asbestos;
8. Provisions for testing and reducing exposure to radon;
9. Provisions for complying with state Integrated Pest Management (IPM) laws;
10. Provisions for installing carbon monoxide detectors according to the state building code;  
and
11. Provisions for posting testing results for all required testing.

### Additional Resources:

- [US Environmental Protection Agency's \(USEPA\) Repair, Renovation and Painting Rule Information](#)
- [Oregon Health Authority Radon Information](#)
- [Sample Radon Plan Provided by Oregon School Boards Association](#)
- [USEPA 3T's Guidance on Testing Water for Elevated Levels of Lead](#)

- [Oregon State University \(OSU\) Model Integrated Pest Management \(IPM\) Plan for organizations with three or less schools](#)
- [OSU Model IPM Plan for organizations with more than three schools](#)

## Instructions

1. Please read through the instructions and model plan completely.
2. **Text that is highlighted in yellow** must be replaced with language that is specific to your school district, education service district, or public charter school.
3. Ensure that all websites listed in the model plan are readily available to the general public and not behind restricted areas of the district’s website. It is recommended that copies of the plan and all test results be put in the same area of the website for ease of access by the community.
4. Please keep in mind that one of the primary objectives of the HASS Plan is to promote transparency.

Please remember that the final document will be available for public inspection and as such, should be clean and well organized, using good grammar without typos.

## Specific Instructions – Lead in Water

1. The table is designed to summarize when a building’s water fixtures will be tested or the basis for the building’s exemption from testing.

Example:

Facility Name	Year of Last Test (year only)	Next scheduled test (Beginning of 6 year schedule) (year only)	Schedule or Exemption Reason
Adams Elementary	FY 2018	N/A	Exempt – New Construction 2018
Baker Elementary	FY 2017	FY 2022	6 year schedule
Cascade Elementary	FY 2016	FY 2022	6 year schedule

2. Name of the school shall be the name of the school campus. All buildings on a school campus must be tested at the same time. If the building is an administrative or maintenance building, then that building’s name should be used.
3. The date of the last test should be only the year of the test.
4. 6-Year testing schedule test date: Per OAR 333-061-0400, OHA has determined that all school districts must test all fixtures in all buildings every 6 years, unless specifically exempted. Per OAR 581-022-2223, **districts must follow the schedule prescribed for the size of their district. This is not necessarily 6 years from the date of the last test.** Districts must list the year when they will test each building. For those districts that can test buildings over multiple years, they must state which year they will test each

building, including administration and other non-school buildings. For districts that will test their entire district in one year, then all buildings, including non-school buildings, must show the same year. The schedule must be listed in the Healthy and Safe School Plan and must be approved by ODE.

5. Charter schools that lease property from a district are also required to test. Both the charter school and the district are responsible for ensuring that the facility's fixtures are tested for elevated levels of lead. The charter school is responsible because they are leasing the building. The district is responsible because they own the building. Both organizations' submitted HASS Plans must show which organization will perform the testing.
6. Charter schools will test in the same year as their sponsoring district. If the sponsoring district tests in multiple years and the charter school will be performing their own tests, then the charter school may test in any year where the district is able to test. The schedule must be listed in the Healthy and Safe School Plan and must be approved by ODE.
7. ESDs that lease property from a district are also required to test. Both the ESD and the district are responsible for ensuring that the facility's fixtures are tested for elevated levels of lead. The ESD is responsible because they are leasing the building. The district is responsible because they own the building. Both organizations' submitted HASS Plans must show which organization will perform the testing. ESD testing will be performed in the 3<sup>rd</sup> year of the 6-year testing schedule.
8. Exemption: OAR 333-061-0400 provides that a building may be exempt from ongoing testing, if a building was constructed after January 4, 2014 and all plumbing meets the 2014 lead-free standards and initial testing showed no more than 1 part per billion (ppb) of lead detected. Individual taps may be exempt from ongoing testing if the tap was installed after January 4, 2014 and meets the lead-free standard of no more than 0.25 percent lead by weight and the piping feeding the tap is a material other than copper or was installed after January 4, 2014 and the solder and flux meets the lead-free standard of no more than 0.2 percent lead. This exemption requires that initial testing must have been completed with test results showing no more than 1 part per billion (ppb) of lead detected. To claim this exemption the district must prove that all materials requirements have been met for all plumbing components. If the entire building qualifies for the exemption, then the district shall state the exemption. If only part of the building qualifies for exemption, the building must still show a test date for those portions of the building that do not qualify for exemption.

## **Name of district, ESD, or public charter school**

### **Healthy and Safe Schools Plan**

#### **Introduction**

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#### **1. Responsible Person**

The person responsible for administering and implementing the Healthy and Safe Schools Plan:

Name: district data  
Position Title: district data  
Phone Number: district data  
Email Address: district data  
Mailing Address: district data

The person who is the designated IPM Coordinator:

Name: district data  
Position Title: district data  
Phone Number: district data  
Email Address: district data  
Mailing Address: district data

The person responsible for AHERA information:

Name: district data  
Position Title: district data  
Phone Number: district data  
Email Address: district data  
Mailing Address: district data

#### **2. List Facilities**

All facilities owned or leased by name of district, ESD, or public charter school where students or staff are present on a regular basis are covered by this HASS Plan. The list of those buildings and facilities is below:

Facility Name	Facility Address
district data	district data
district data	district data

### 3. Elevated Levels of Lead in Water Used for Drinking or Food Preparation

All school districts, education service districts, and public charter schools are required to test for and eliminate exposure to elevated levels of lead in water used for Drinking and Food Preparation through either remediation or eliminating access, according to OAR 333-061-0400 and OAR 581-022-2223. In conformance with those administrative rules, name of district, education service district, or public charter school certifies the following:

1. All testing was done according to the testing requirements in OAR 333-061-0400;
2. All samples were analyzed by a lab accredited by Oregon Health Authority to test for those materials;
3. All water fixtures required to be tested under OAR 333-061-0400 were tested for elevated levels of lead in accordance with the testing schedule developed by the Oregon Health Authority; and
4. The testing schedule for each building covered by this plan is set forth below:

Facility Name	Year of Last Test	Next Scheduled Test (Beginning of 6 year schedule)	Schedule or Exemption Reason
district data	district data	district data	district data
district data	district data	district data	district data

### 4. Lead Paint (Choose one option)

In order to comply with the United States Environmental Protection Agency’s Renovation, Repair and Painting Program Rule, the district will only contract with certified lead based paint renovation contractors licensed by the Oregon Construction Contractors Board.

**OR**

In order to comply with the United States Environmental Protection Agency’s Renovation, Repair and Painting Program Rule, District staff are certified by the Oregon Health Authority to perform the work.

**OR**

In order to comply with the United States Environmental Protection Agency’s Renovation, Repair and Painting Program Rule, the district will either contract only with certified lead based paint renovation contractors licensed by the Oregon Construction Contractors Board, or use District staff that are certified by the Oregon Health Authority to perform the work.

## 5. Asbestos

Name of District, ESD, or public charter school complies with the federal Asbestos Hazard Emergency Response Act (AHERA). All required asbestos management plans are available for viewing by submitting a request to the Responsible Person.

## 6. Radon

Name of District, ESD, or public charter school has developed a radon plan as required by ORS 332.345. Community members can access a copy of the radon plan here: insert website link  
Test results will be made public and are available here: insert website link

OR

Name of District, ESD, or public charter school is not required to develop a radon plan under ORS 332.167 because insert exception valid under radon statutes.

## 7. Integrated Pest Management

Name of District, ESD, or public charter school has adopted an Integrated Pest Management (IPM) plan as required by ORS 634.700 through 634.750. Community members can access a copy of the IPM plan here: insert website link

## 8. Carbon Monoxide Detectors

Name of District, ESD, or public charter school certifies that all buildings subject to the Healthy and Safe Schools Plan comply with the carbon monoxide detection standards in the state building code that was in effect when the building was originally constructed or as required by building code due to addition, upgrade, or remodel.

## 9. Test Results Publication

Name of District, ESD, or public charter school is complying with the requirement to provide access to test results, as defined by OAR 581-022-2223 within 10 business days as defined by ORS 332.334. Test results can be found on the district's, ESD's, or public charter school's website at: insert website link. (If a publicly available website is maintained) Specific test results can be found as follows:

- Lead in Water: insert website link
- Radon: insert website link

Additionally, copies of all test results are available at insert the physical address of the district's, ESD's, or public charter school's administration offices. Name of district, ESD, or public charter school will also use current district/school email lists or communications programs to provide final test results to staff, students, parents of minor students, and other members of the community. This includes providing actual final test results or providing direct access to final test results through links in the communications. Please contact appropriate district personnel to be added to current district email lists and programs.

I certify that the above information is true and accurate to the best of my knowledge.

Sign here	Title here	Date here
Electronic signature of authorized representative	Title	Date