

ENVISION PROGRAM MODEL ENVIRONMENTAL HEALTH POLICY

The _____ School District is committed to providing and maintaining a healthy, safe and productive environment for all persons using our school. Adoption of this policy is a step towards earning the ENVISION program's 5-star certificate, awarded to schools by the Vermont Departments of Health, Education, and Building and General Services. We take this voluntary step to ensure the implementation of an effective and sustainable environmental health management plan. We intend our participation in ENVISION to offer an opportunity for our students and staff to learn about environmental health issues.

I. Implementation

- A. The [School District] will form (or utilize an existing) environmental health committee, of at least a school administrator, maintenance and/or custodial staff, staff person, and parent.
- B. The environmental health committee's charge is to monitor compliance pursuant to the environmental health management plan. The environmental health committee will:
 1. utilize the model environmental health plan created by the departments of Health, Education and Building and General Services pursuant to Act 125 to design and implement an environmental health management plan ;
 2. ensure that documentation of any and all walkthroughs, checklists, logs, inquiries, maintenance schedules, and operations guides is completed and maintained;
 3. ensure that all employees and contractors working on school grounds are made aware of and follow the school's environmental health management plan as it pertains to the work being performed;
 4. bring suggestions and recommendations, especially those requiring monetary commitments, to the administration
 5. ensure that any existing related programs are integrated into the environmental health management plan.
- C. The [School District] will employ optimal work practices by adopting procedures in the following categories:
 1. The development of an "Operations Guide"
 2. Heating, Ventilation, and Air Conditioning (HVAC)
 3. Pest Management
 4. Building/renovation
 5. Least/non hazardous purchasing plan

II. Dissemination of information

- A. The [School District] will:
 1. be responsible for informing the school and wider community of the environmental health plan;
 2. keep the environmental health policy and plan and associated documentation up to date and accessible to any person(s) who may wish to see the information; and
 3. work with the environmental health committee to keep staff, students and parents abreast of any construction, renovations, or changes in the school that could affect environmental health issues at the school.
- B. The environmental health committee will advise the administration on creating a process to respond to any documented environmental health questions, inquiries, concerns, complaints or incidents.

III. Sustainability

The environmental health committee will:

- A. ensure that an annual environmental health audit of the building and grounds, covering September 1st through August 30th, is completed and report the information to the Department of Health by September 30th;
- B. be responsible for ensuring and documenting any education and training for administration and staff on environmental health issues and related topics (e.g. HVAC, pesticides);
- C. create a means to review the environmental health management plan on at least an annual basis to ensure the plan is effective and that changes are made to the plan as needed.

The [School District] welcomes questions, inquires and comments regarding the Environmental Health Management Plan and Act 125. Please feel free to contact the Environmental Health Committee Coordinator [name] at [phone number] or via e-mail at [e-mail address].

Adopted on: _____

Legal Citations: _____
