

The following is a guideline for the divisional use of carpets, furniture, appliances and animals. We understand that schools use materials and resources such as learning carpets, pets, and alternative seating to support educational programming. However, we also need to ensure that materials/equipment can be deaned and disinfected to promote a safe environment.

The Principal and Head Oustodian should complete a site walk periodically to assess the level of furnishings, carpets, small appliances, pets, and plants in the school/divisional facility and ensure compliance with these guidelines.

Furniture

Furniture placed in schools/divisional facilities should be purchased by the school division.

Care should be taken when purchasing furniture to choose items of quality construction that can be deaned/wiped easily and do not cause damage to floors. (e.g., some types of rocking chairs).

Existing furniture should be removed or repaired if it is in poor condition, has been deemed a health/safety hazard, or causes damage to floors or walls.



All appliances must be in good condition (appropriate plugs and cords) and have either CSA or ULC labels.

No small appliances (including microwaves) in classrooms as they may pose a burn/scalding and a fire hazard. Exceptions would include spaces such as Human Ecology and Staff Rooms.

Space heaters are discouraged due to fire risk, but if they are used, they must be unplugged at the end of each day.

All kitchen appliances must be plugged directly into a receptacle; NO extension cords or power bars.

Pets and Live Material

Animals can be brought into schools/divisional facilities but must be approved by the Principal. Staff

Caring for animals in schools is the responsibility of the teacher, including weekends and school breaks. If safety or sanitation are compromised, animals may need to be removed.

Plants

Plants brought into the school/divisional facility by staff members should be the responsibility of the staff member to water and keep clean.

Extension cords, Lamps, and Electric Decoration

All extension cords must be supplied by the Division.

One extension cord cannot be plugged into another. An extension cord cannot be run through doorways, ceilings or floors or attached with staples or nails.

Lamps in a classroom must have a CSA or ULC (Underwriters Laboratories of Canada) label. The light bulbs must conform to the lamp requirements.

Bectric decoration must be ഥ lights only.





Ceiling and Wall Decorative Materials

Decorative materials are considered to be anything applied over the existing wall or ceiling finishes. That includes everything from bulletin boards to things like posters, fabric, sports banners, maps, flags, photographs and artwork.

The amount of decorative materials on a wall cannot exceed 20% in a classroom and 5% in a hallway, as required by the National Fire Code of Canada Section 2.10.3.1

Areas on and around doors and windows must not be used for decorations. Multiple layers of decorative materials on