

Teacher Checklist for a Safer Classroom

(includes classroom animals)

Complete this checklist each year to ensure your classroom meets important Washington State health and safety rules and guidelines (WAC 246-366).

Cleaners/Chemicals

- ☐ Products with "Keep Out of Reach of Children" labels stored in upper cabinets, locked closets/drawers, out of reach
- MSDS (Material Safety Data Sheet) available for each cleaner/chemical
- □ All containers labeled with contents
- ☐ School/district policy for classroom cleaners/chemicals reviewed

Bookcases, Shelving, Television Carts

- ☐ Tall or unstable bookcases/shelving units secured to wall to prevent tipping
- Stacked bookcases/shelving units secured to lower part; if unstable entire unit secured to wall
- Televisions secured to audiovisual cart
- Maintenance notified of unstable bookcases/shelving



1101 West College Avenue, Spokane, WA 99201-2095 | (509) 324-1560 | TDD 324-1464 | www.srhd.org

Continued...



Teacher Checklist for a Safer Classroom

(includes classroom animals)

Complete this checklist each year to ensure your classroom meets important Washington State health and safety rules and guidelines (WAC 246-366).

Cleaners/Chemicals

- ☐ Products with "Keep Out of Reach of Children" labels stored in upper cabinets, locked closets/drawers, out of reach
- MSDS (Material Safety Data Sheet) available for each cleaner/chemical
- □ All containers labeled with contents
- ☐ School/district policy for classroom cleaners/chemicals reviewed

Bookcases, Shelving, Television Carts

- ☐ Tall or unstable bookcases/shelving units secured to wall to prevent tipping
- Stacked bookcases/shelving units secured to lower part; if unstable entire unit secured to wall
- ☐ Televisions secured to audiovisual cart
- Maintenance notified of unstable bookcases/shelving



Classroom Animals	Food Storage
 School/district policy on classroom animals and hand washing reviewed 	☐ Food stored in rodent-proof containers
 Potential allergies, injuries, illnesses from animals/bedding 	Healthy Air Quality
carefully considered	☐ Sources of odors eliminated
☐ Written notification given to parents when animals kept in	☐ Fresh air/fans used to eliminate remaining odors instead of air
classroom	fresheners, scented oils or candles
☐ Animals handled only under adult supervision	Upholstered furniture replaced with leather/vinyl
Bite-resistant gloves worn when handling animalsCages cleaned daily away from snack areas	☐ Stuffed animals/cushions stored in plastic bins when not in use
Cages cleaned daily away from snack areas"Wash Hands" sign posted on/near animal cages/containers;	Vents open and unblockedRoom kept uncluttered
hand washing facilities available	 Room kept uncluttered Plants not overwatered (no moldy soil or stagnant water under planters)
	☐ Art supplies and markers are low VOC (volatile organic
	compound), such as glue sticks, Expo 2 markers, Expo Low-Odo markers
	☐ Maintenance notified of air quality concerns/questions
Important Classroom Health and Safety Links:	-1
SRHD School Safety Program Resources page • www.srhd.org/services/scl	nool-resources.asp www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.asp
SRHD School Safety Program Resources page • www.srhd.org/services/scl	
SRHD School Safety Program Resources page • www.srhd.org/services/scl WA State Department of Health School Env. Health and Safety Program •	www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.asp
SRHD School Safety Program Resources page • www.srhd.org/services/sch WA State Department of Health School Env. Health and Safety Program • Classroom Animals School/district policy on classroom animals and hand washing reviewed Potential allergies, injuries, illnesses from animals/bedding	www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.asp
SRHD School Safety Program Resources page • www.srhd.org/services/scl WA State Department of Health School Env. Health and Safety Program • Classroom Animals School/district policy on classroom animals and hand washing reviewed Potential allergies, injuries, illnesses from animals/bedding carefully considered	www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.asp Food Storage Food stored in rodent-proof containers
SRHD School Safety Program Resources page • www.srhd.org/services/sch WA State Department of Health School Env. Health and Safety Program • Classroom Animals School/district policy on classroom animals and hand washing reviewed Potential allergies, injuries, illnesses from animals/bedding	www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.asp Food Storage Food stored in rodent-proof containers Healthy Air Quality
SRHD School Safety Program Resources page • www.srhd.org/services/scl WA State Department of Health School Env. Health and Safety Program • Classroom Animals School/district policy on classroom animals and hand washing reviewed Potential allergies, injuries, illnesses from animals/bedding carefully considered Written notification given to parents when animals kept in	Food Storage Food stored in rodent-proof containers Healthy Air Quality Sources of odors eliminated Fresh air/fans used to eliminate remaining odors instead of air
SRHD School Safety Program Resources page ● www.srhd.org/services/sch WA State Department of Health School Env. Health and Safety Program ● Classroom Animals School/district policy on classroom animals and hand washing reviewed Potential allergies, injuries, illnesses from animals/bedding carefully considered Written notification given to parents when animals kept in classroom Animals handled only under adult supervision Bite-resistant gloves worn when handling animals	Food Storage Food stored in rodent-proof containers Healthy Air Quality Sources of odors eliminated Fresh air/fans used to eliminate remaining odors instead of air fresheners, scented oils or candles
Classroom Animals □ School/district policy on classroom animals and hand washing reviewed □ Potential allergies, injuries, illnesses from animals/bedding carefully considered □ Written notification given to parents when animals kept in classroom □ Animals handled only under adult supervision □ Bite-resistant gloves worn when handling animals □ Cages cleaned daily away from snack areas	Food Storage Food stored in rodent-proof containers Healthy Air Quality Sources of odors eliminated Fresh air/fans used to eliminate remaining odors instead of air fresheners, scented oils or candles Upholstered furniture replaced with leather/vinyl
Classroom Animals □ School/district policy on classroom animals and hand washing reviewed □ Potential allergies, injuries, illnesses from animals/bedding carefully considered □ Written notification given to parents when animals kept in classroom □ Animals handled only under adult supervision □ Bite-resistant gloves worn when handling animals □ Cages cleaned daily away from snack areas □ "Wash Hands" sign posted on/near animal cages/containers;	Food Storage Food stored in rodent-proof containers Healthy Air Quality Sources of odors eliminated Fresh air/fans used to eliminate remaining odors instead of air fresheners, scented oils or candles Upholstered furniture replaced with leather/vinyl Stuffed animals/cushions stored in plastic bins when not in use
Classroom Animals □ School/district policy on classroom animals and hand washing reviewed □ Potential allergies, injuries, illnesses from animals/bedding carefully considered □ Written notification given to parents when animals kept in classroom □ Animals handled only under adult supervision □ Bite-resistant gloves worn when handling animals □ Cages cleaned daily away from snack areas	Food Storage Food Storage Food stored in rodent-proof containers Healthy Air Quality Sources of odors eliminated Fresh air/fans used to eliminate remaining odors instead of air fresheners, scented oils or candles Upholstered furniture replaced with leather/vinyl Stuffed animals/cushions stored in plastic bins when not in use Vents open and unblocked
Classroom Animals □ School/district policy on classroom animals and hand washing reviewed □ Potential allergies, injuries, illnesses from animals/bedding carefully considered □ Written notification given to parents when animals kept in classroom □ Animals handled only under adult supervision □ Bite-resistant gloves worn when handling animals □ Cages cleaned daily away from snack areas □ "Wash Hands" sign posted on/near animal cages/containers;	Food Storage Food Storage Food stored in rodent-proof containers Healthy Air Quality Sources of odors eliminated Fresh air/fans used to eliminate remaining odors instead of air fresheners, scented oils or candles Upholstered furniture replaced with leather/vinyl Stuffed animals/cushions stored in plastic bins when not in use Vents open and unblocked Room kept uncluttered Plants not overwatered (no moldy soil or stagnant water under planters) Art supplies and markers are low VOC (volatile organic compound), such as glue sticks, Expo 2 markers, Expo Low-Odo
Classroom Animals □ School/district policy on classroom animals and hand washing reviewed □ Potential allergies, injuries, illnesses from animals/bedding carefully considered □ Written notification given to parents when animals kept in classroom □ Animals handled only under adult supervision □ Bite-resistant gloves worn when handling animals □ Cages cleaned daily away from snack areas □ "Wash Hands" sign posted on/near animal cages/containers;	Food Storage Food stored in rodent-proof containers Healthy Air Quality Sources of odors eliminated Fresh air/fans used to eliminate remaining odors instead of air fresheners, scented oils or candles Upholstered furniture replaced with leather/vinyl Stuffed animals/cushions stored in plastic bins when not in use Vents open and unblocked Room kept uncluttered Plants not overwatered (no moldy soil or stagnant water under planters) Art supplies and markers are low VOC (volatile organic