

# 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

- 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; hand washing facilities available

## 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-Odor markers
- Maintenance notified of air quality concerns/questions



## Important Classroom Health and Safety Links:

SRHD School Safety Program Resources page • [www.srhd.org/services/school-resources.asp](http://www.srhd.org/services/school-resources.asp)

WA State Department of Health School Env. Health and Safety Program • [www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.aspx](http://www.doh.wa.gov/CommunityandEnvironment/Schools/EnvironmentalHealth.aspx)