

**PURPOSE**

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> ROUTINE         | <input type="checkbox"/> REINSPECTION |
| <input type="checkbox"/> CONSTRUCTION    | <input type="checkbox"/> COMPLAINT    |
| <input type="checkbox"/> QA SURVEY       | <input type="checkbox"/> PREOPENING   |
| <input type="checkbox"/> CHANGE OF OWNER | <input type="checkbox"/> CONSULTATION |
| <input type="checkbox"/> EPIDEMIOLOGY    |                                       |
| <input type="checkbox"/> OTHER _____     |                                       |



FLORIDA DEPARTMENT OF HEALTH  
COUNTY HEALTH DEPARTMENT  
PUBLIC SCHOOL AND PUBLIC CHARTER  
SCHOOL INSPECTION REPORT

**TYPE**

- ☐ PUBLIC SCHOOL  
☐ PUBLIC CHARTER SCHOOL  
☐ VOCATIONAL SCHOOL  
☐ COLLEGE  
☐ UNIVERSITY

**CENSUS**

- \_\_\_\_ FEMALE  
 \_\_\_\_ MALE  
 \_\_\_\_ TOTAL

**RESULTS**

- ☐ SATISFACTORY  
☐ INCOMPLETE  
☐ UNSATISFACTORY

**CORRECT VIOLATIONS BY**

- ☐ NEXT ROUTINE INSPECTION  
 OR ☐ 8 AM ON \_\_\_\_ (DATE)

- ☐ OUT OF BUSINESS

NAME OF FACILITY \_\_\_\_\_

LOCATION ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE FL ZIP CODE \_\_\_\_\_ FACILITY OWNER \_\_\_\_\_

PERSON IN CHARGE (PIC) \_\_\_\_\_ PHONE \_\_\_\_\_

PIC E-MAIL ADDRESS \_\_\_\_\_

| BEGIN TIME | AM/PM | END TIME | AM/PM | DATE (MM/DD/YY) | POSITION NUMBER | EHD NUMBER |
|------------|-------|----------|-------|-----------------|-----------------|------------|
|            |       |          |       |                 |                 |            |

This form serves as a "Notice of Non-Compliance" pursuant to section 120.695, Florida Statutes. Items marked below violate one or more of the requirements of Rule 6A-2.0010, of the *Florida Administrative Code*, Chapter 5, section 5 of the State Requirements for Educational Facilities 2014 (SREF); and sections 453 and 468 of the Florida Building Code 6th Edition (2017). Violations must be corrected within the time period indicated above. Continued operation of this facility without making these corrections is a violation. Failure to correct violations in the time frame specified may result in enforcement action being initiated by the Department of Health.

Marking Key: **IN** = the act or item was observed to meet standards; **OUT** = the act or item was observed not to meet standards; **NO** = the act or item was not observed to be occurring at the time of inspection; **NA** = the act or item is not performed by the facility or not part of the operation

**SCHOOL SANITATION**

In Out NO NA

- ☐ ☐ 1. School Site  
☐ ☐ ☐ 2. Playground, Equipment & Athletic Fields  
☐ ☐ ☐ 3. Athletic and Playground Equipment

**BUILDING CONSTRUCTION AND MAINTENANCE**

In Out NO NA

- ☐ ☐ ☐ 4. Construction  
☐ ☐ 5. Maintenance & Repair  
☐ ☐ 6. Lighting Standards  
☐ ☐ 7. Heating, Ventilation, A/C Standards  
☐ ☐ 8. Natural Ventilation  
☐ ☐ 9. Mechanical Ventilation

**SANITARY FACILITIES**

In Out NO NA

- ☐ ☐ 10. Provided/Accessible/Separation  
☐ ☐ ☐ 11. Group Toilet Rooms  
☐ ☐ 12. Toilet Facilities

**SANITARY FACILITIES (cont.)**

In Out NO NA

- ☐ ☐ 13. Handwashing Facilities  
☐ ☐ 14. Soap Dispensers  
☐ ☐ ☐ 15. Shower Facilities  
☐ ☐ ☐ 16. Showers Water Temp

**WATER SUPPLY**

In Out NO NA

- ☐ ☐ 17. Approved Source  
☐ ☐ 18. Drinking Fountains

**LIQUID WASTE & WASTE WATER**

In Out NO NA

- ☐ ☐ 19. Sewage Disposal  
☐ ☐ 20. Solid Waste

**PEST CONTROL**

In Out NO NA

- ☐ ☐ 21. Pest Control

**SAFETY**

In Out NO NA

- ☐ ☐ 22. First Aid Kit

**DIAPER CHANGING STATION**

In Out NO NA

- ☐ ☐ ☐ 23. Sanitizers  
☐ ☐ ☐ 24. Changing Station & Mats  
☐ ☐ ☐ 25. Hand Sink  
☐ ☐ ☐ 26. Garbage Can

**ANIMAL HEALTH AND SAFETY**

In Out NO NA

- ☐ ☐ ☐ 27. Animals Maintenance/Aggressive

**DORM/RESIDENTIAL FACILITIES**

In Out NO NA

- ☐ ☐ ☐ 28. Maintenance/Complaint  
☐ ☐ ☐ 29. Other

| ITEM NUMBER | COMMENTS AND INSTRUCTIONS (if needed use a continuation page) |
|-------------|---|
|             |   |
|             |   |
|             |   |
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|             |   |
|             |   |

INSPECTION CONDUCTED BY: \_\_\_\_\_

PHONE: \_\_\_\_\_

COPY OF REPORT RECEIVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

The EXPLANATION OF CODE REFERENCES is for informational purposes only; it is not a complete copy of the codes and is subject to change. Rule 6A-2.0010, of the Florida Administrative Code (F.A.C.), Chapter 5, section 5 of the State Requirements for Educational Facilities 2014 (SREF), and sections 453 and 468 of the Florida Building Code (FBC) 6<sup>th</sup> Edition (2017) in their entirety, should be consulted for the **official** version of these references.

## INSTRUCTIONS

### EXPLANATION OF CODE REFERENCES

#### School Sanitation

**1. School Site. 5(2)(a)7 SREF.** The site shall be free of broken glass, metal, trash, undergrowth, and any debris that constitutes a hazard or that encourages the harborage and concealment of pests.

**2. Playgrounds, Equipment and Athletic Fields. 5(2)(k) SREF.** Playgrounds, equipment, and athletic fields where provided, shall be maintained in a safe and acceptable condition for the intended function. **5(2)(k)1 SREF.** Play areas and athletic fields where fencing is provided shall comply with SREF, Section 5(2)(d). **5(2)(k)2 SREF.** Pre-K, kindergarten, or day-care play areas, where provided, shall have direct access to and from their related classrooms or to a corridor providing immediate and safe access to the play area. **5(2)(k)3 SREF.** Play areas and athletic fields, where provided, shall have either direct access from the facility without crossing roads, traffic lanes, drives, or parking lots, or have appropriate safety devices provided where access crosses parking areas or drives. **5(2)(a)8 SREF.** The playground shall be graded and drained to prevent an unintentional accumulation of standing surface water and debris. **468.2.2 FBC.** Playground and equipment shall be safe, structurally sound, vermin proof, and shall not have jagged or sharp projections. Playground equipment shall be anchored to prevent toppling or dislodgement. Cushioning materials such as mats, wood chips, or sand shall be used under climbing equipment, slides, and swings.

**3. Athletic and Playground Equipment. 5(2)(k)4 SREF.** Athletic and playground equipment, where provided, shall be structurally sound, maintained firm and stable, vermin-proof, free of pockets or crevices where water will collect or vermin and pests may hide, and free from jagged or sharp projections, edges, or corners. Playground equipment includes the equipment itself (backstops, swings, slides, etc.) and its structural components (foundations, supporting members, exposed fasteners, etc.).

#### Building Construction and Maintenance

**4. Construction, Remodeling and Renovation. 5(1)(f) SREF.** Remodeling, renovation, and correction of deficiencies of existing educational, auxiliary, and ancillary facilities shall comply with the new construction requirements found in the Florida Building Code and the Florida Fire Prevention Code.

**5. Maintenance and Repair. 5(1)(e)8.h SREF.** Light fixtures and window surfaces, both inside and outside, shall be kept clean, serviceable, and in good repair at all times. **5(1)(e)8.i.** Custodial areas shall be kept clean, safe, and orderly at all times. Custodial equipment shall be in good repair at all times. **5(1)(e)8.j SREF.** Building components & finishes shall be kept clean & in good repair.

**6. Lighting Standards. 468.3.2. FBC.** Sources of natural light in instructional spaces shall be glazed with glare reducing materials or shall be shielded to prevent glare that can interfere with seeing task.

**7. Heating, Ventilation, A/C Standards. 5(14)(b)(12) SREF.** Heating/Ventilation/Air Conditioning systems shall be operational. The systems shall maintain design temperatures of at least 78° F in the summer and 68° F in the winter; and shall provide adequate humidity control. There shall be no signs of mold or mildew on carpet or walls in or around the HVAC system or toilet rooms.

**5(16)(a) SREF.** All occupied rooms and other rooms where odors or contaminants are generated shall be provided with ventilation.

**8. Natural Ventilation. 5(16)(a)1 SREF.** Windows, louvers, or other openings used for natural ventilation shall be maintained in an operable condition at all times. **468.3.6.1 FBC.** Natural ventilation shall not be provided in toilet rooms, shower rooms, locker rooms, and storage rooms for athletic equipment or soiled clothes.

**9. Mechanical Ventilation. 5(16)(a)2 SREF.** Mechanical ventilation systems shall be maintained in an operable condition at all times. **5(16)(a)4 SREF.** Exhaust systems from toilet rooms, custodial closets, shower and locker rooms, athletic equipment rooms, etc., shall be maintained in an operable condition at all times. **5(13)(g)1.d SREF.** Toilet rooms shall have exhaust fans vented to the exterior. **5(16)(a)10 SREF.** Stationary local sources producing air-borne particulates, heat, odors, fumes, spray, vapors, smoke or gases in such quantities as to be irritating or injurious to human health shall have an exhaust system to collect and remove the contaminants. Such exhaust shall discharge directly to the exterior of the building. **468.3.6.2 FBC and 468.3.6.3 FBC.** Kiln rooms and areas shall be provided with adequate exhaust to dispel emitted heat to the exterior, and they shall not be connected to any other exhaust system. **5(16)(a)5 SREF.** Science laboratory fume hoods and laboratory emergency fans shall be maintained in an operable condition. **468.3.6.4 FBC.** HVAC systems in chemistry labs and science classrooms shall be designed and installed to ensure that chemicals originating from the space are not recirculated. **468.3.6.5 SREF.** Rooms used for the storage, handling, and disposal of chemicals used in school, college, and university laboratories shall be vented to the exterior. The ventilation system shall not be connected to the air conditioning return air system.

#### Sanitary Facilities

**10. Provided/Accessible/Separated. 5(13)(g)1.b SREF.** Secondary schools shall include one accessible toilet room for males and one accessible toilet room for females; each complete with a water closet, lavatory, and accessories. **5(16)(b)4 SREF.** All toilet rooms shall be available for occupant use during the hours of operation. **5(16)(b)5 SREF.** Faculty and staff toilet facilities shall be separate from student facilities in pre-K through grade 12 educational facilities. **468.3.5.2 FBC.** Separation of faculty/staff & student toilet facilities is not required for colleges and universities. **5(16)(b)6 SREF.** Unisex toilet rooms shall be provided only in child-care, pre-K through grade three, and ESE classrooms. **468.3.5.1 FBC.** Educational/ancillary facilities shall be provided with toilets, hand washing facilities, & drinking fountains for all occupants. **468.3.5.3.1 FBC.** Toilet facilities for Pre-K to Grade 12 shall be accessible under continuous roof cover from all student occupied spaces; *except* in relocatable classrooms installed for temporary use.

**11. Group Toilet Rooms. 5(16)(b)7 SREF.** Group toilet rooms, where provided, shall meet the following requirements:

**5(16)(b)7.a SREF.** Entrances to group toilet rooms shall be provided with a partition or other shielding device to block occupants from view. **5(16)(b)7.b SREF.** A partition shall be placed between each water closet. Water closet stalls shall be provided with doors. The partitions and doors shall be maintained in a safe, secure, and operational condition at all times. **5(10)(e) SREF.** Toilet Partitions. Toilet compartments, partitions, and doors may be provided in other areas, such as locker rooms, and shall be finished with noncorrosive, impervious materials. **468.3.5.3.2 FBC.** Access to student group toilet rooms shall not be through an occupied space, storage space, or equipment space. **468.3.5.6 FBC.** All group toilet rooms shall be provided with at least one (1) floor drain and (1) hose bib. The floor shall be sloped to the drain. Stall urinals do not serve for the required floor drains.

**12. Toilet Facilities. 5(16)(b)2.c SREF.** Deodorizers shall not be used in toilet rooms. **5(10)(f) SREF.** Toilet and bath accessories,

including grab bars; toilet paper dispensers; paper towel dispensers or hot-air drying devices; napkin disposal units; shelving, and mirrors, where provided, shall be maintained in a safe and secure condition at all times. The use of common or public towels shall not be permitted. **5(13)(f)4 SREF.** Toilet facilities shall have a nonslip, impervious floor, impervious base, and minimum four foot-high impervious wainscot. **5(13)(p)2 SREF.** Each staff toilet room shall be provided with at least one water closet and one lavatory and shall be provided with hot and cold water at the lavatory. **5(14)(b)10.a SREF.** Walls in toilet rooms shall be finished with impervious materials to a minimum height of four feet. Floor and base in individual or group toilet rooms shall be impervious. **468.3.5.4 FBC.** The entry to each group toilet room shall be provided with a door, partition, or other shielding device to block from view the occupants in the toilet room. If a door is provided, it shall have a closer. **5(16)(b)1 SREF.** Toilet facilities shall be maintained in a satisfactory state of repair at all times. **5(16)(b)2.a. SREF.** Water closets, urinals, lavatories, faucets, flush valves, dispensers, partitions, lower half of walls, and floors shall be maintained in a clean & sanitary condition at all times. **13. Handwashing Facilities. 5(13)(h)1 SREF.** Hot and cold water shall be provided in toilet rooms at the lavatory. Hot water temperature shall not exceed 110°F. **468.3.5.7.1 FBC.** Handwashing facilities shall be located within or adjoining each toilet room. **14. Soap Dispensers. 468.3.5.7.2 FBC.** Soap dispensers for liquid, foam or powdered soap shall be provided at all handwashing basins. **5(10)(f) SREF.** Dispensers for liquid, foam, or powdered soap shall be maintained in a safe & secure condition at all times. **15. Shower Facilities. 5(16)(b)10 SREF.** Shower facilities, where provided, shall be maintained in a clean and sanitary condition at all times. **5(16)(b)11 SREF.** Foot baths shall not be provided unless they are required by a Board-approved educational program. **468.3.5.5 FBC. Walls.** Walls in toilet rooms shall be impervious to a height of at least 4 ft. above the floor. Walls in can wash areas, & shower rooms shall be impervious to a height of at least 6 ft. above the floor. Toilet and shower partitions shall be impervious. **468.3.5.8.1 FBC.** Shower heads shall be based on the peak load, provided at the ratio of one shower head for each five students, and located at least of 30 inches apart. **16. Shower Water Temperature. 5(13)(h)1 SREF.** Hot and cold water shall be provided at the shower. **5(16)(b)10 SREF and 468.3.5.8.3 FBC.** Water shall be heated and the temperature at the shower head shall not exceed 110°F nor be less than 95°F.

#### **Water Supply**

**17. Approved Source. 5(2)(j)1 SREF.** An on-site potable water system provided shall be in proper working order and comply with the Florida Safe Drinking Water Act. **5(2)(j)2 SREF.** Samples of on-site treated and raw water shall be taken monthly and tested (bacteriological test), the water supply determined to be safe, and the certificate be on file and available for inspection. **18. Drinking Fountains. 5(16)(b)9 SREF.** Drinking fountains shall be maintained in an operational condition at all times. **5(1)(e)8.b SREF.** Toilet rooms, shower and locker rooms, drinking water fountains, and clinics shall be cleaned & disinfected daily using an appropriate Germicidal Detergent. Note: Drinking fountains shall be rinsed or flushed with plain water after disinfection. **468.3.5.1 FBC.** Educational & ancillary facilities shall have drinking fountains for all occupants, in ratios & accessible as required.

#### **Liquid Waste**

**19. Sewage Disposal. 5(2)(j)(3) SREF.** An on-site sewage disposal system, where provided, shall be in proper working order. Pursuant to section 381.0062 & 403.087, FS, sewage is required to be disposed of in accordance with Florida law. The system shall be tested monthly, functioning properly, and certificate on file and available for inspection. **20. Solid Waste. 5(1)(e)8.e SREF.** Trash and waste containers shall be provided in all areas, sufficient in number and emptied daily. Trash shall be stored in bins or containers in a central waste disposal area until removed. **5(1)(e)8.f SREF.** Garbage, trash, & rubbish shall be collected, stored, and disposed of at a frequency and manner that prevents a sanitary nuisance. **5(11)(c)(d) SREF.** Waste containers, including dumpsters, shall be accessible for maintenance and sanitation. Collectors and dumpsters shall be located on a concrete slab. Wet garbage shall be stored in impermeable, leak-proof, fly-tight containers. **468.2.3 FBC.** A smooth nonabsorbent surface shall be provided for outdoor waste containers. **21. Pest Control. 5(1)(e)5 SREF.** Operating pest management programs in accordance with the EPA's IPM in Schools guidelines (<http://schoolipm.ifas.ufl.edu/>), requiring use of effective measures to prevent harborage, propagation, or infestations of rodents, flies, cockroaches, & other insects on school premises. **5(10)(h) SREF.** Pest control and termite protection of buildings and grounds shall be provided in accordance with FDACS regulations, and certificates shall be on file and available for inspection. **468.3.1 FBC.** Buildings for occupancies shall be rodent proofed.

#### **Safety**

**22. First Aid Kit. 5(11)(i) SREF.** First aid kits shall be fully equipped per Board policy **5(1)(e)10** and available for student use.

#### **Diaper Changing Station**

**23. Sanitizers. 5(10)(g)4 SREF.** A sanitizer that is approved by the EPA shall be available at the changing station. The sanitizer shall be prepared according to the manufacturer's instructions and used as directed. **24. Changing Station and Mats. 5(10)(g)(1)SREF.** Diaper changing stations shall be equipped with an impermeable changing mat that is cleaned and sanitized after each use. **5(10)(g)2 SREF.** Diaper changing tables shall be maintained in a safe and secure condition at all times. **5(10)(g)(3) SREF.** Repairs to impermeable changing mats shall not be made with tape. **468.3.4 FBC.** A diaper changing station shall be located in or adjacent to any classroom where children wearing diapers are in attendance. **25. Handsink. 5(13)(f)2 SREF.** Where hot water is provided at a child's hand-washing sink, shall not exceed a temperature maximum of 110° Fahrenheit. Towel dispenser and soap dispenser shall be provided at each sink. **468.3.4 FBC.** Access to the sink shall be without opening doors or touching handles. A hand wash sink shall be provided within the changing station area. **26. Garbage Can. 5(10)(g)5 SREF.** A garbage can equipped with a tight-fitting lid and lined with an impermeable garbage bag shall be located at the diaper changing station. The garbage can shall be cleaned and sanitized at least daily.

#### **Animal Health & Safety**

**27. Animal Maintenance/Aggressive Animals. 5(1)(e)9 SREF.** Animals in classrooms shall be kept in a healthy condition and in appropriate cages or tanks that shall be maintained in a clean and safe condition.

#### **Dormitories & Residential School Facilities**

**28. Maintenance/Complaints. 5(13)(k) SREF.** Dormitories shall be maintained in good and clean condition; free from pest infestations, noisome odors, and health and safety hazards. **29. Other.** This applies to any other applicable state or local standards.