

Policy

GREEN AND HEALTHY SCHOOL CLEANING

The chief school administrator or his or her designee shall develop, implement, and monitor a Green and Healthy Cleaning (GHC) plan designed to optimize conditions for learning and minimize human exposure to hazardous chemicals, allergens, irritants, and pollutants. It is therefore the policy of this district to incorporate Green and Healthy Cleaning procedures for all school buildings.

In general for the purpose of this policy "green" shall indicate practices and products that are non-toxic, biodegradable, measurably energy efficient, improve healthy environmental factors, and/or are recyclable.

Green Clean Plan

The chief school administrator or his or her designee(s) shall oversee the development, implementation and review of the district comprehensive GHC plan. The plan at a minimum shall include:

- A. Provisions for the implementation of green cleaning practices;
- B. Procedures that prioritizes the purchase of:
 - 1. Certified green cleaning products;
 - 2. Energy efficient equipment;
 - 3. Recycled materials; and
 - 4. Equipment that includes high efficiency filters that improve air quality and other healthful environmental changes;
- C. Business practices for the evaluation of cost-competitive green options;
- D. Provisions for staff training and development necessary for the implementation of the GHC plan.

Cleaning Practices

The maintenance supervisor/director shall establish rules for the frequency, technique or time of cleaning for effective performance and reduced health and environmental impact.

Cleaning products, equipment and techniques may be based on the standards of the following:

- A. The US Green Building Council's Leadership in Energy & Environmental Design-Existing Buildings criteria;
- B. ASTM's E-1971 Standard Guide on Stewardship for Cleaning Commercial and Institutional Buildings;
- C. Green Seal's GS-42 Environmental Standard for Commercial and Institutional Cleaning Services.

Purchase of Cleaning Products and Equipment

The district maintenance director shall consult with the business administrator regarding the purchase less toxic cleaners and the purchase equipment that reduces the need to use harsh, conventional chemicals.

The business administrator or his or her designee shall work in consultation with other appropriately trained staff members in the selection and purchase of products and equipment that have the most limited impact on the health and performance of students, staff, and the people performing the cleaning. Additionally cleaning products and equipment that improve the lifespan of building materials and furnishings while preserving the environment as a whole shall be prioritized. Purchases shall be within the district budget and be cost-competitive.

The business administrator may develop purchasing strategies that use products and equipment that meet the following standards:

- A. Green Seal's GS-37 environmental standard for industrial and institutional cleaners,
- B. EcoLogo's CCD-146 standard for Hard Surface Cleaners,
- C. Carpet and Rug Institute's Green Label Program for vacuum cleaners and
- D. US EPA's Comprehensive Procurement Guidelines for janitorial paper products and plastic trash bags.

Training

Custodians shall be trained in the hazards, use, proper dilution, safety, maintenance and disposal of cleaning chemicals, dispensing equipment, and packaging.

The maintenance director or his or her designee shall develop and review training schedules with the staff.

The school nurse shall be consulted regarding any special health concerns such as student allergies in the development of the classroom and cafeteria schedules and cleaning practices.

Storage Procedures

The maintenance director shall ensure the safe handling, storage, and disposal of cleaning products and other hazardous chemicals.

Education

When feasible within the scheduled school day staff and students may be provided educational programming that compliments the building green initiatives. Whenever possible this shall be articulated in existing training and educational curriculums and incorporated in the existing science, mathematics, and language programs as appropriate. The director of curriculum shall be consulted in the planning and implementation of educational and training opportunities that shall be offered in the district.

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Key Words

Green, Sustainability, Cleaning, Cleaning Products

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This sample policy is adapted from a sample developed by the Healthy Schools Campaign:
http://www.healthyschoolscampaign.org/programs/gcs/guide2/media/documents-forms/policy_draft_9_29_05.doc

Legal References: N.J.S.A. 13 1F-19 et seq: School Integrated Pest Management Act
N.J.S.A. 18A 17-49: Definitions relative to public school facilities
N.J.S.A. 18A 18A-1: Public School Contracts Law
N.J.S.A. 18A 18A-37: Award of purchases, contracts or agreements.
N.J.S.A. 18A 22-8: Contents of budget; format.
N.J.S.A. 34 5A-1 et seq: Worker and Community Right to Know Act
N.J.S.A. 34 6A-25 et seq: New Jersey Public Employees' Occupational Safety and Health Act
N.J.A.C. 5 23-1.1 et seq. Uniform Construction Code
N.J.A.C. 6A 23A-6.9 Facilities maintenance and repair scheduling and accounting
N.J.A.C. 6A 26-12.1 Facilities maintenance requirements
N.J.A.C. 7 30-13.1 et seq. Integrated Pest Management
20 U.S.C. 4071 - 4074 Equal Access Act

Cross References: 1410 - Sample Policy: Local Units
2240 - Sample Policy: Research, Evaluation and Planning
3000 - Sample Policy: Concepts and Roles in Business and Noninstructional Operations, Goals and Objectives
3320 - Sample Policy: Purchasing Procedures
3510 - Sample Policy: Operation and Maintenance of Plant
3515 - Sample Policy: Smoking Prohibition
5141 - Sample Policy: Health
7110 - Sample Policy: Long Range Facilities Planning
9130 - Sample Policy: P1 Committees
9130 - Sample Policy: P2 Committees