IEQ SCHOOL DATA BASE

School Name: Swansfield Elementary School **Principal: Maisha Strouse** **DATE: 1/27/17**

IEQ Team Leader: Lauren Boaman **IEQ Svstem Leader: Gree Macsalla**

LOOK-FORS	ROOM/LOCATION	COMMENTS	ADMIN	FACILITIES	WORK ORDER NUMBER of POTENTIAL IEQ	DATE ASSIGNED	COMPLETION DATE	30 DAY REVISIT	CLOSED
1. No unusual or offensive odors, or temperature discomfort	Art Room (701)/Health Room/704	701 room is very hot. Health Room room is loud; over-vented heat in 704		x	HVAC was in the building and did the work, no order put in.	1/27/17	1/28/17		
2. No Air Fresheners									
3. No food, dirty lunch boxes, etc. left in room	D. Nicegoda (903)/Liaison Office (710)/Wang (702)/Keller (2nd grade)	Food in closet or unrefrigerated and not securely sealed (airtight container)	x				1/17/17		
4. Vents are clean and unobstructed	Health room/902/105/108/Conference Room (104)/Kitchen and Kitchen restroom/Sprinkler Closet	vent in HR bathroom needs to be opened more, vent in 105 and 108 needs to be opened, Vent outside Office bathroom should be cleaned; move cabinet from vent in 104; Sprinkler closet: ceiling vent is dusty	x						
5. Temperature sensors are not blocked	Bookroom (303)	Mouse counter from under thermostat	x				1/17/17		
6. Area appears clean and dust free	Front Office/122/903/196/Health room/902/22	Dust in 122, 902, and front office, dusty items on windowsill 903, dust on projector in 196, wine down wall unit in Health Room; 22: 2 room stains	x						
7. No signs of animal infestation	Kitchen/710/Storage Closet in 903	Tenants in the forms and Kitchen vent	x				2/10/17		
8. Ceiling tiles present; no broken, stained, or painted	113/hallway outside gang bathroom, Hunt's room (1st grade), Media Center, Art/Gym/OT Room/SpED Office/2nd grade pod/813/702/703/Kitchen/Art room storage/701/710/18	Hallway: Stained tiles, missing tiles, holes in tiles, cracked tiles; Gym: Stained tiles, holes in tiles, sprinkler escheon plate needed, leak in closet and around sky/light; OT Room: knock tile into place; SPED Office, closet: Stained tile, tile around escheon plate; 2nd Grade Pod: Stained tile; 813: 5 stained tiles, leak around ceiling vent; 703: 7 stained tiles;702: stained tile; 701: cracked and bowed ceiling; Art Room storage: broken and stained tile;Kitchen: stained tiles; Kindergarten exit: Needs ceiling tile by HVAC; 10: 6 stained tiles; 710 water stain; 16: 6	x	x					
9. Walls show no signs of water damage/mildew/ paint irregularities	Roof Access	Drain needed, stains		x	717916	7/31/17			
10. No condensation or other evidence of humidity on ceilings, walls, doors, etc.									
11. Limited use of non-issued FURNISHINGS furniture and appliances	903, 902, 104, OT Room, SPED Office, CR C5, 2nd grade pod, Bonnette (2nd grade), Bonnette (2nd grade), 801, 813, 703, Custodial office, 107	903: carpet, lamp, 902: fan, 104: toaster oven; gym: lamps, fridge, OT Room: vinyl bean bag, SPED Office: fridge, lamp; CR: C5: rug; 2nd grade pod: coffee maker; Bonnette: directer's chair and rug; Bacille: bookshelves; 903: microwave, fridge; 813: fan, microwave; 703: lamp, bookshelf; Custodial office: microwave, coffee maker; 107: fan, curtain	x						
12. No excessive fabric materials, stuffed animals, beanbags, pillows, etc.	903, 902, 901, 703, 702, 104 106, OT Room, Seifert (2nd grade)	Stuffed animals, fake flowers, OT: vinyl bean bag chair	x						
13. No structural or physical gaps around exit doors	Hall outside of Hunter (1st grade)/Gym	Hallway/Fitness door no strips; even broken across door latch		x	21725				
14. No improperly stored materials/chemicals	CR/ C5, 907	CR: 4"x-ramet cleaner, 907: nail in bathroom needs to be in container	x						
15. Floor coverings are level and secure (tile, carpets, wood board, etc.)									
16. Barrier mats vacuumed well									
17. Fish tanks are clean and located away from vents/thermostats									
18. Waterproof barriers in place for plants and no standing water									
19. Sinks and fountains drain quickly and work properly including absence of leaks									
20. No standing water in sinks, fountains, on counter									
21. Carpet dry nearby sinks, fountains									
22. Soap and paper towels available									
23. All electrical outlets secure, no frayed wires on equipment	Seifert (2nd grade)	outlet cord protector needed		x	21710	2/21/17			
24. All electrical cords secured and not extending across walkways									
25. No extension cords used as permanent wiring									
26. No electrical equipment near sinks or source of water									
27. No exposed disconnected wires									
ADJACENT SCHOOL GROUNDS									
LOOK-FORS	**ROOM/LOCATION**	**COMMENTS**	**ADMIN**	**FACILITIES**	**COMMENTS/WORK ORDER**	**ASSIGNED TO**	**COMPLETION DATE**	**30 DAY REVISIT**	**CLOSED**
28. No litter									
29. No large insect populations (wasps, bees)									
30. Awnings secure, no tanks									
31. Shutthery not near vents or windows which can be opened									
32. Trees do not provide access to roof									
33. No broken windows									
34. Windows are closed									
35. Exterior doors are closed									
36. No pools of standing/stagnant water									
37. Exterior veneer intact									
38. Outside lights working and intact									
39. Gutters and downspouts clear/working									
40. No stains from roof on outside walls									
41. Bins from garbage and recycling clearly marked									
42. Hard surfaces (sidewalks, etc.) cleared of any turf application									
43. Proper maintenance of planted beds and other vegetation									
44. Landscaping and turf look healthy and disease free									

COMMENTS: *Construction has addressed the lack of egress stris on the 1st grade hallway door (outside Hunter).*