

Archdiocese of St. Louis High School

PHYSICAL SAFETY REVIEW

Fire & Life Safety

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	A multi-purpose fire extinguisher is needed	
<input type="checkbox"/>	Fire extinguisher needs recharging	
<input type="checkbox"/>	Fire extinguisher tag is missing or outdated	
<input type="checkbox"/>	Type K fire extinguisher needed	
<input type="checkbox"/>	Range hood suppression system needed or updated to comply with UL 300	
<input type="checkbox"/>	Fire alarm system needed or updated to comply with ADA requirements	
<input type="checkbox"/>	Flammable liquids should be stored in UL listed flammable liquids cabinet	
<input type="checkbox"/>	Emergency light needed or repaired	
<input type="checkbox"/>	Illuminated "Exit" light is needed or is in need of repair	
<input type="checkbox"/>	Emergency evacuation plan and map needed	
<input type="checkbox"/>	Crisis guidebooks needed in classroom	
<input type="checkbox"/>	CO detector needed	
<input type="checkbox"/>	Remove candles and candle warmers, and institute a policy prohibiting their use	
<input type="checkbox"/>	Remove items that block access to the designated emergency exits	
<input type="checkbox"/>	Stored items cannot be within 18 inches of a fire sprinkler head	
<input type="checkbox"/>	All exterior doors should be numbered so they are visible for emergency responders	
<input type="checkbox"/>	Current Pressure vessel/air compressor inspection needed. Mandated through the Division of Fire Safety	
<input type="checkbox"/>	Current Elevator inspection needed. Mandated through the Division of Fire Safety	
<input type="checkbox"/>	Current Boiler Inspection needed.	



Needs Attention	Item Date Corrected	Location Action Plan
	Mandated through the Division of Fire Safety	
<input type="checkbox"/>	Smoke detector needed	
<input type="checkbox"/>	Extra propane cylinders need to be stored outside	

AED'S

Does the location have an AED?

☐ YES

☐ NO

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	A maintenance contract is needed for the AED	
<input type="checkbox"/>	Formal staff training is needed in CPR and the use of AED's	

Electrical Safety

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	Fluorescent lights need protective sleeves	
<input type="checkbox"/>	GFCI protection needed within 6 feet of water source	
<input type="checkbox"/>	Repair/replace extension cord (ungrounded)	
<input type="checkbox"/>	Electrical cover plate needed	
<input type="checkbox"/>	Electrical outlets need safety caps	
<input type="checkbox"/>	Electrical circuits need to be properly labeled in the panel.	
<input type="checkbox"/>	Need to remove all equipment that is within three (3) feet of electrical panels	
<input type="checkbox"/>	Install breaker caps in openings in breaker box	

Food Service Safety

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	Anti-slip mat needed	
<input type="checkbox"/>	Meat slicer adjusted to 0 degrees	
<input type="checkbox"/>	Emergency exit in freezer/refrigerator needs repair	
<input type="checkbox"/>	A thermometer is needed in the refrigerator/freezer	
<input type="checkbox"/>	A guard should be placed around the large mixer	



General Safety

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	Shelves greater than 60" need to be anchored to wall or be engineered for free standing.	
<input type="checkbox"/>	The high unstable storage or items should be removed	
<input type="checkbox"/>	Housekeeping needs improvement	
<input type="checkbox"/>	Custodial/mechanical rooms should be locked	
<input type="checkbox"/>	A handrail should be installed.	
<input type="checkbox"/>	The paper cutter needs a finger guard	
<input type="checkbox"/>	A slip, trip or fall hazard exist.	
<input type="checkbox"/>	TV's need to be secured to carts	
<input type="checkbox"/>	All chemicals must be labeled, using the designated manufacturer's stick on labels or pre-printed bottles	
<input type="checkbox"/>	Chemicals including "household" chemicals need to be stored in locked cabinets	
<input type="checkbox"/>	Cutlery should be stored in a locked location when not in use	
<input type="checkbox"/>	The chain link fence should be repaired or the top edge covered	
<input type="checkbox"/>	The ladder is in poor repair and should be discarded	
<input type="checkbox"/>	Sidewalk repair needed	
<input type="checkbox"/>	Remove curtains/paper from windows in doors to classrooms or teachers offices	
<input type="checkbox"/>	A safety strap/chain should be installed around the theatre lighting securing the unit to the mounting bar	
<input type="checkbox"/>	The kiln needs to be vented to outside air	
<input type="checkbox"/>	Remove sofas from classrooms and teachers' offices	

Gymnasium Safety

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	Safety pads need to be installed behind basketball goals	
<input type="checkbox"/>	Safety straps need to be installed on basketball goals	
<input type="checkbox"/>	Signs need to be posted at the entrance of locker rooms which states "All cameras and cell phone cameras are prohibited."	



Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	Install a center standard set of steps and handrail on bleachers	
<input type="checkbox"/>	Side/back rails on bleachers need to comply with CPSC standard	
<input type="checkbox"/>	(Certified) bleacher inspection needed to determine compliance with CPSC guideline	

Weight Room Safety

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	Weights left on bar should be removed and placed in proper storage	
<input type="checkbox"/>	Broken mirror needs to be replaced	
<input type="checkbox"/>	Safe equipment use guidelines need to be posted	
<input type="checkbox"/>	Vinyl covering on the bench needs replacement	
<input type="checkbox"/>	Safety Bars should be used on the power racks	
<input type="checkbox"/>	Sanitizing solution needed for the room	

Science Lab Safety

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	Safety guidelines should be posted	
<input type="checkbox"/>	Eye protection needed and properly sterilized	
<input type="checkbox"/>	Proper gloves need to be provided	
<input type="checkbox"/>	Emergency eye wash which can flush 15 minutes needed	
<input type="checkbox"/>	Eyewash solution is expired	
<input type="checkbox"/>	Eyewash stations need to be tested on a monthly basis	
<input type="checkbox"/>	An emergency shower is needed	
<input type="checkbox"/>	Ventilation system should be repaired or installed	
<input type="checkbox"/>	All chemical bottles must be labeled, using the designated manufacturer's stick on labels or pre-printed bottles	
<input type="checkbox"/>	All chemical bottles need to be stored in approved cabinets or storage closets	
<input type="checkbox"/>	SDS's are needed for chemicals	



Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	A chemical inventory is needed	
<input type="checkbox"/>	Chemicals past the expiration date should be properly disposed	
<input type="checkbox"/>	Acids should be stored in acid cabinets	
<input type="checkbox"/>	Chemicals should be stored in compatible family groups	
<input type="checkbox"/>	Chemical shelves should have front lip	
<input type="checkbox"/>	Chemical spill kit needed	
<input type="checkbox"/>	Gas should be shut off when not in use	
<input type="checkbox"/>	Emergency gas shut off switch should be identified and labeled	
<input type="checkbox"/>	GFCI electrical receptacles are needed	
<input type="checkbox"/>	The V belt needs to be guarded	
<input type="checkbox"/>	All mercury thermometers should be removed and properly disposed of	

Security

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	All perimeter doors should be locked from the outside.	
<input type="checkbox"/>	The glass in all exterior doors should be replaced with laminated glass.	
<input type="checkbox"/>	The main entrance door should be electronically opened.	
<input type="checkbox"/>	An intercom is needed at the main entrance.	
<input type="checkbox"/>	Video monitoring is needed at exterior doors.	
<input type="checkbox"/>	Signs are needed to direct visitors to the main office.	
<input type="checkbox"/>	All exterior doors should be numbered. Contact local fire and law enforcement for guidelines. Corresponding numbers should also be placed on the inside of the exterior doors.	
<input type="checkbox"/>	Classroom doors should be numbered both in the hall side and inside the classroom	
<input type="checkbox"/>	Shrubs and foliage needs to be trimmed to allow for a good line of sight (3'- 8' rule). Shrubs trimmed to 3' and tree canopies trimmed up to 8'.	
<input type="checkbox"/>	Perimeter lighting should be located around the building.	



Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>	A crash barrier should be installed.	
<input type="checkbox"/>	All classroom doors should have the ability to be locked. This includes either a "classroom style" lock or a dead bolt with a thumb latch on the inside and a key opening on the outside.	
<input type="checkbox"/>	The glass in all classroom doors should be replaced with laminated glass or a 8mil + clear security film should be placed on the glass	
<input type="checkbox"/>	All main egress doors equipped with "panic type" hardware.	
<input type="checkbox"/>	All vacant lockers should be secured or locked.	
<input type="checkbox"/>	All custodial and maintenance rooms should be locked.	
<input type="checkbox"/>	Video monitoring should be located in all halls and stairwells.	
<input type="checkbox"/>	All windows should have shades or blinds which can close.	
<input type="checkbox"/>	2-way communication is needed in all classrooms.	
<input type="checkbox"/>	Crisis management plans need to be accessible in all rooms.	
<input type="checkbox"/>	All students should be issued ID badges.	
<input type="checkbox"/>	All visitors must sign in and be issued a visitor badge.	
<input type="checkbox"/>	Minimum of 2 intruder drills are completed each school year.	
<input type="checkbox"/>	Rally points should be identified	
<input type="checkbox"/>	Reverse evacuation procedures are provided to staff.	
<input type="checkbox"/>	The Red/Green card system should be utilized.	
<input type="checkbox"/>	Sub-teachers are trained in security guidelines.	
<input type="checkbox"/>	A SRO should be considered.	
<input type="checkbox"/>	Invite law enforcement into the school to complete paperwork or drink a cup of coffee.	



Gallagher

Insurance | Risk Management | Consulting

Other

Needs Attention	Item Date Corrected	Location Action Plan
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

If there are questions pertaining to the safety visit or if you have questions pertaining to your risk management program please contact Arthur J. Gallagher at 314-800-2255 or alan_schmitt@ajg.com



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