

OPERATIONAL SERVICES

SAFETY PROGRAM - HAZARDOUS AND INFECTIOUS MATERIALS

Hazardous Materials

The Superintendent or his or her designee shall prepare a list of toxic substances used by District employees and develop procedures for their proper and safe containment and use. The list of toxic substances shall include those contained in the definition of "toxic substance" in the Toxic Substances Disclosure to Employees Act as well as those listed in Illinois Department of Labor regulations.

The Superintendent is directed to provide District personnel with procedures and training on the purchase, storage, use, transportation, and disposal of hazardous materials. Emergency response and evacuation plans shall be made be a part of those procedures.

District staff shall substitute non-hazardous material for hazardous substances whenever possible and minimize the quantity of hazardous substances stored on school facilities. No art or craft material which is a toxic substance shall be ordered or purchased for use in kindergarten through grade 6. No art or craft material which is a toxic substance shall be ordered or purchased for use in grades 7 and 8, unless properly labeled according to State law.

The Superintendent or a designee shall ensure that before any staff member begins a position requiring work with hazardous materials on a regular basis, he or she attends an approved training course.

Infectious Materials

The Superintendent or his/her designee shall prepare and distribute to all employees an Occupational Exposure Control Plan to eliminate or minimize occupational exposure to potentially infectious materials. The Plan shall be reviewed and updated by the Superintendent at least annually. The Plan shall address the following issues:

- exposure determination;
- implementation schedule;
- procedures for evaluating an exposure incident.

LEGAL REF.: Illinois Toxic Substances Disclosure to Employees Act (820 ILCS 255/1, *et seq.*); Illinois School Code, Sec. 10-20.17a (105 ILCS 5/10-20.17a); Illinois Toxic Art Supplies in Schools Act, Sec. 1, *et seq.* (105 ILCS 135/1, *et seq.*); and 23 Ill. Admin. Code §1.330; and 56 Ill. Admin. Code §350.280.

Adopted: June 10, 1999