


# Caring for Your Child Care or Early Education Facility

A Workshop for Child Care Center Administrators and Staff

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Sponsored by the  Child Care Partnership Council

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## Today's Agenda

- Introductions and expected outcomes
- Why Facility Maintenance?
- Whose responsibility is it?
- Common hazards!
- What/how to inspect facility structures and systems

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## Agenda (cont'd)

- Mandatory & essential vs. desirable maintenance
- Recommended maintenance schedules
  - Developing a plan that meets your needs
- Working with your facility landlord or maintenance staff to meet needs
- Energy efficiency & "greening" your facility
- Resources for maintenance, repair and renovation
- Q & A

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## What and why of Facility Maintenance?

What? Preventive Maintenance Programs(PMs) to care for facility structures, systems, grounds, etc.

Why?

1. Health and safety of clients and staff
2. Prevention of costly damage
3. Reducing liability

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## What is your role?

1. Facility owned by school, church or other, who does all maintenance and repair
2. Facility owned by other, but you are responsible for some level of maintenance & repair
3. You own the facility
4. Other?

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## Common hazards

- Lack of Maintenance of Fire and Life Safety Systems
- Electrical hazards from extension cords and small appliances like space heaters
- Asbestos
- Poor Indoor Air Quality from:
  - Lack of HVAC maintenance
  - Improper storage of toxic materials
  - Mold – from unaddressed leaks

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## Example of unnecessary & costly damage

(from application for child care facility repair funds):

- *“Toilet replacement and wall repair: The toilets in the preschool bathrooms need replacement due to leaks. Wallboard around four toilets has become urine soaked and unsanitary. Title 22, Section 101239 requires that bathrooms be sanitary and working at all times.”*
- Estimate: \$ 4,025

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## Common hazards (cont'd)

- Lead based paints
- Pest abatement
- Cleaning and sanitation

Common hazards often exist due to lack of regular inspections and follow-up corrective measures

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## Checklist: Exterior ~ including roof and playgrounds

- Roof, gutters, downspouts, flashing and runoff
- Structure: walls, windows, doors, lighting
- Ramps, walkways
- Playground structures and surfacing
  - Resources – [Share CDC injury stats](#)
  - [Additional resources below](#)
  - CPSC – [Public Playground Safety Handbook](#)
  - Web Link – [www.cpsc.gov/PageFiles/116134/325.pdf](http://www.cpsc.gov/PageFiles/116134/325.pdf)

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## Checklist: Interior ~ structure & systems

- Systems including electrical, plumbing, HVAC, alarms, sprinklers, security access
- **General issues of pests, mold/mildew, odors,...**
- Condition of each room—walls, windows, flooring, lighting, ...

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## Scheduling frequencies and developing standards

- “Mandatory” defined: required by local, county, state or federal laws, ordinances, codes
- Recommended scheduled maintenance and intervals: develop a plan that meets your needs
- Monthly checklist? – Highly recommended!

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## Addressing maintenance/repair needs

Working with your landlord or maintenance staff

- What is currently being done & at what frequencies?
- Does the current Preventive Maintenance program need to be refined?
- Are there gaps or missing items that are mandated?
- Fill in gaps and develop an action plan
  - May include volunteer parents/groups

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## Energy Efficiency & “Greening” your Facility

- For cost and health reasons
- Simple actions:
  - Recycle
  - Green cleaning practices
  - Water savings (aerators, low flow devices)
  - Lighting retrofits and rebates from PG&E
- Consider efficiency/sustainability and least toxic options when upgrading/renovating
  - e.g. appliances, carpeting/flooring, paint

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## Other Resource Materials

- **Child Care Facilities Maintenance Resource List**, including:
  - Environmental health, hazards, and standards
  - “Green” cleaning products/materials, design
  - Child care “green” certification programs
  - Pest management
  - Renovation resources; financial assistance
- Additional Building Condition Checklist on website

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## Questions and Answers

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## For further information:

- Child Care Partnership Council of San Mateo County – Facilities Committee
  - Resource handouts and recorded webinar available at [www.smcoe.org/ccpc](http://www.smcoe.org/ccpc)
  - Nirmala Dillman [ndillman@smcoe.k12.ca.us](mailto:ndillman@smcoe.k12.ca.us)
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