

## **INDOOR AIR QUALITY AND MOLD REMEDIATION PROCEDURES HADLEY PUBLIC SCHOOLS**

Mold growth inside buildings can lead to adverse health symptoms in building occupants. HPS is committed to preventing or minimizing exposure to mold and its contaminants to reduce indoor air-related symptoms in building occupants.

HPS will evaluate the foundation, floors, walls, doors, windows, ceilings, roof, staircases, porches, chimneys, gutters/downspouts and other structural elements of school buildings annually to ensure that the building is in good repair and weathertight against wind, rain and snow.

### **Training**

All facilities and custodial personnel shall review the Mass DPH “Mold Awareness” training.

### **Prevention and Maintenance**

HPS will repair holes, cracks, loose plaster, or other defects that may render the area subject to water penetration or damage to the extent practicable.

HPS will implement the following strategies to maintain windows and doors weathertight to prevent water penetration into the building interior.

1. Windows:
  - a. all panes of glass should be in place, unbroken and properly caulked
  - b. windows should open and close fully without excessive effort
  - c. exterior cracks between the prime window frame and the exterior wall should be caulked
  - d. at least one of the following should be present with respect to storm windows or the window sash:
    - i. a storm window is affixed to the prime window frame, with caulking installed so as to fill exterior cracks between the storm window frame and the prime window frame
    - ii. weather-stripping is applied such that the space between the window sash and the prime window frame is no larger than 1/16 inch at every point on the perimeter of the sash, in the case of double hung windows and 1/32 inch in the case of casement windows
    - iii. the window sash is sufficiently well-fitted such that, without weather-stripping, the space between the window sash and the prime window frame is no larger than 1/16 inch at any point on the perimeter of the sash in the case of double hung and casement windows.
2. Exterior doors:
  - a. all panes of glass are in place, unbroken and properly caulked

- b. doors open and close fully without excessive effort
- c. exterior cracks between the prime door frame and the exterior wall are caulked
- d. at least one of the following conditions is met:
  - i. a storm door is affixed to the prime door frame, with caulking installed so as to fill exterior cracks between the storm door frame and the prime door frame
  - ii. weather-stripping is applied such that the space between the door and the prime door frame is no larger than 1/16 inch at any point on the perimeter of the door
  - iii. the door is sufficiently well-fitted such that, without weather-stripping, the space between the door and the prime door frame is no larger than 1/16 inch at any point on the sides of the door, 1/8 inch at any point on the top or bottom of the door, or 1/4 inch at any point in between double doors.

HPS shall maintain the plumbing, waste disposal and heating system pipes and equipment attached thereto in good repair and free of water damage. Any leaks from these systems will be repaired in a timely way to prevent mold growth in building components.

Exhaust ventilation systems that have the purpose of removing water vapor from the interior of a building, including but not limited to restroom vents, shower vents, locker room vents, and kitchen vents, shall be maintained in good repair and operated continuously as long as a water vapor source exists in the area vented. All such exhaust vents must be vented to the outdoors and not be connected to the general ventilation system. Such vents must not direct air into the building wall cavity and ceiling plenums.

### **Monitoring Buildings During Summer**

HPS shall conduct regular walkthroughs during the summer to observe conditions in the building, paying close attention to walls, ceiling tiles, and flat surfaces for signs of moisture and/or mold growth.

### **Annual Inspections**

HPS shall conduct a limited indoor air quality survey report annually. The indoor air quality survey report shall be conducted by a certified industrial hygienist. Copies of the report shall be maintained in the District Office and available for viewing upon request.

Last Reviewed: 10/23/2024