

School Name: Laurel Woods ES	
IEQ Team Leader: Vanya Jackson	
LOOK-FORS	ROOM/LOCATION
1. No unusual or offensive odors, or temperature discomfort	
2. No Air Fresheners	18
3. No food, dirty lunch boxes, etc. left in room	4, 19, 43, 95, and 156, Media Center
4. Vents are clean and unobstructed	
5. Temperature sensors are not blocked	
6. Area appears clean and dust free	151, 251
7. No signs of animal infestation	
8. Ceiling tiles present; no broken, stained, or painted	29, 32, 45, 62, 72, 73, 74, 82, 94,), 103, 106, 151, 156

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9. Walls show no signs of water damage/mildew/ paint irregularities	75
10. No condensation or other evidence of humidity on ceilings, walls, doors, etc.	
11. Limited use of non-issued HCPSS furniture and appliances	4, 18, Media Center, 31, 34, 57, 59, 64, 69, 83, kitchen, office, 101 105, 155, 156, 211, 252, 253, 254,
12. No excessive fabric materials, stuffed animals, beanbags, pillows, etc.	4, Media Center and Office, 39, 50, 52, 60, 85, 114, 152, 153, 154, 251
13. No structural or physical gaps around exit doors	42, 45, and 2nd Floor
14. No improperly stored materials/chemicals	Media Center
15. Floor coverings are level and secure (tile, carpets, wood board, etc.)	97 (and hallway)
16. Barrier mats vacuumed well	
17. Fish tanks are clean and located away from vents/thermostats	

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18. Waterproof barriers in place for plants and no standing water	
19. Sinks and fountains drain quickly and work properly including absence of leaks	75
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	
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	

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ADJACENT SCHOOL GROUNDS	
LOOK-FORS	ROOM/LOCATION
28. No litter	
29. No large insect populations (wasps, bees)	
30. Awnings secure, no leaks	
31. Shrubbery 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	

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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:	

IEQ SCHOOL DATA BASE

Principal: Susan Brown

DATE: February 2

IEQ System Leader:

COMMENTS	ADMIN
18-Air Freshener needs to be removed.	X
Food is not in airtight containers	X
Media Center and other instructional area appear dusty and needs to be cleaned properly.	X
29, damage to tiles, 32-damaged tiles, 45-damaged tiles, 62-damaged tiles,72-cracked tiles, 73-holes in tiles, 74-lifted and damaged tiles, 82-stained tiles, 94-cracked, stained and misplaced tiles, 97-damaged tiles under water fountain (and hallway)-cracked, stained and misplaced tiles,103-cracked tiles 106-damaged ceiling tile, 151-damaged tiles (outside of this room;hole in tile), 156-Hole in tile, Media Center-holes in tiles	

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IEQ System Leader:

75-Mold behind sink and faucet leaks	
The following items was found in these areas:fans, lamps, rugs, coffee makers, refrigerators, microwaves, power strips and one toasters.	X
4-stuffed animals, Media Center & Office-stuffed animals, 39-cushions, 50-pillows, 52-Bean Bag Chair, 60-pillows, 85-pillows/fabric, 114-stuffed animals, 152-stuffed animals, 153-stuffed animals, 154-stuffed animals, 251-cloth walls	X
42-Front door is partial blocked, 45-Door is partially blocked, 2nd Floor-Hallway Storage container is blocking hallway.	X
Goo Gone	X
97-damaged tiles under water fountain (and hallway)	

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75-Mold behind sink and faucet leaks

8, 2017					
FACILITIES	WORK ORDER NUMBER of POTENTIAL IEQ	DATE ASSIGNED	COMPLETION DATE	30 DAY REVISIT	CLOSED
X(carpentry)	23384	3/7/17			

8, 2017					
X (Plumbing/Car penry)	16989	1/9/17	1/12/17		
X (Flooring)	23042	3/2/17			

8, 2017					