

School Hazard Mitigation

Checklist

Check inside your school for the following hazards and mitigate them:

Tabletop objects:

- o Computer components - Friction matting & special straps
- o Televisions - Same as above
- o Office equipment - Same as above
- o Art objects, trophies, potted plants - Friction matting, Quake hold or wax
- o Glassware & vases - Same as above, Baggy w/lead shot

Objects from above:

- o Suspended ceiling - Diagonal bracing wires
- o Fire sprinklers - v-brace to wall, diagonal braces to ceiling joist
- o Hanging lights, fans, plants, mobiles, displays - Close hooks, tie w/fishing line, secure to ceiling joist
- o Ceiling fans - Secure to ceiling joist
- o Suspended gas heaters - Braced w/ flexible gas connectors
- o Picture frames - Special quake hooks, closed hooks, anchor into stud

Tall furniture:

- o Tall bookcases, cabinets, coat closets - Anchor to wall studs, shelving straps
- o File cabinets - Anchor to wall studs and together, drawer latches or pole through handles

Cafeteria:

- o Cupboards - Safety latches
- o Gas appliances - Flexible connectors, attach to wall stud
- o Refrigerator - Attach to wall stud
- o Tables - Secure to floors with straps or bolts

Glass:

- o Windows and transoms - Safety glass and safety film, blinds, curtains

Miscellaneous:

- o Secure the hot water heater to wall studs using plumbers tape or special kit purchased at hardware store.
- o Secure compressed gas cylinders at top and bottom with safety chain.
- o Secure furnaces and have flexible hoses on all gas utilities/appliances.
- o Remove all heavy objects from shelves above the head level of the shortest student.
- o Secure your exit routes making sure nothing can block your way, like desks, tables or cabinets.
- o Secure all chemicals in low cabinets and unbreakable containers.
- o Shop/Recreation equipment secured against overturning, sliding or flying across room.
- o Have proper tools to shut off utilities if needed. Store near or attach to utility.



Resource Checklist

SCHOOL NAME: _____ PHONE: _____

STREET ADDRESS: _____

IN CASE OF AN EMERGENCY, OUR SCHOOL HAS STORED THE FOLLOWING EMERGENCY RESOURCES AND EQUIPMENT:

ITEM	QUANTITY
Flashlights (extra batteries & bulbs), Light-sticks, Lanterns (batteries/fuel)	
AM/FM Radio & Batteries	
Communication Equipment (Radio to school district office, megaphones, walkie-talkies)	
Fire Extinguishers (recharge yearly)	
First Aid Kits and/or Supplies (one kit for each classroom and a trauma kit for multiple injuries – 10% of students)	
Medical Equipment (crutches, wheel chair, stretchers)	
Rescue Tools/Equipment (hard hats, heavy gloves, goggles, dust masks, fire ax, shovels, saws, hammers, screwdrivers, pliers, rope, etc.)	
Utility shut off tools	
Water (one quart per person per day)	
Non-Perishable Foods (food bars, Meals Ready to Eat , etc.)	
Hygiene Necessities	
Sanitary Needs (buckets, plastic bags, toilet paper, powdered chemicals, trash bags)	
Tarps/Shelter	
Blankets/ Sleeping Bags	
Camp Stove(s) or Charcoal Grill(s)	
Kitchen/Eating Supplies	
School Documents, Cash, Keys to all doors	
List of all students and employees	
Copies of the School Plan, Checklists, Staff Assignments, Maps (utility locations, assembly areas, etc.)	
Cargo container/trash cans to store emergency supplies	
Other supplies not listed:	



Skills Checklist A School Staff Survey

NAME: _____
Last First Middle Initial

ADDRESS: _____
Street City Zip

HOME PHONE: _____ WORK PHONE: _____ EXTENSION: _____

SOCIAL SECURITY NUMBER: _____ - _____ - _____

Please check the areas in which you are skilled or knowledgeable.

Communications:

____ Amateur Radio Operator
Call Sign _____
____ RACES Member
____ ARES Member
____ Other: _____

Language Skills:

____ Foreign Language _____
____ Sign Language _____

Medical:

____ Basic First Aid
____ Advanced First Aid _____
____ C. P. R. Training
Exp. Date: _____
____ EMT/Paramedic _____
Exp. Date: _____
____ Nursing _____
____ MD _____
____ Psychological/Crisis Training
____ Other: _____

Rescue Skills:

____ Light Urban Search & Rescue
____ Heavy Urban Search & Rescue
____ Other: _____

Public Safety:

____ Fire Fighter
____ Police/Security
____ Other: _____

Transportation:

State License #: _____
Type of License: _____
____ Truck Driver
Type Vehicle: _____
____ Heavy Equipment Operator
Type: _____
____ Bus Driver
Type: _____

Military:

____ Branch: _____
____ Active _____ Inactive

General

____ Carpenter
____ Cook/Baker
____ Computer/Clerical
____ Damage Assessment
____ Electrician
____ General Laborer
____ Photographer
____ Shelter Management
____ Utilities _____

Other Specialties or Certificates:

