

**KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD**

**ADMINISTRATIVE REGULATIONS**

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**Section: Business and Administrative**

• **School Operation**

**Regulation: ENVIRONMENT AND ENERGY**

**Regulation Code: BA-7.2.1**

**Policy Code Reference: BA-7.2**

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This administrative regulation is written in accordance with the guiding principles in [Board Policy No. BA-7.2, Environment and Energy](#).

Board administrators and

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- 1.7 to improve the energy efficiency of our buildings, by adopting sound engineering principles and practices as per the Ontario Building Code (OBC), and the American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE) Standard 90.1;
- 1.8 to use, whenever possible, maintenance and custodial products that are non-toxic, non-

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1.14 to encourage composting of appropriate wastes at all schools and work sites.

**2.**

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2.2 The management of building automation settings (HVAC) and lighting by:

2.2.1 setting room thermostats for heating, during occupied periods, at the following settings

Classrooms	21.1 degrees C
Secondary School Shops	20.0 degrees C
Gymnasiums	18.3 degrees C
Change Rooms, Washrooms	20.0 degrees C;

2.2.2 requiring all thermostats for heating to be set back during night-time unoccupied times, at the following settings

Night Set Back	16.0 degrees C;
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2.2.3 requiring all air conditioning during occupied periods to be set at 24 degrees C and shut down during the summer break, except where summer school is operating. Permits for air conditioning can be requested if air conditioning is available;

2.2.4 working with facilities operations to try to provide air- conditioned spaces for lunch and work breaks during the summer months;

2.2.5 recognizing that HVAC run times, durations, and settings may need to be altered to adapt to the special needs of the school before and after school;

2.2.6 including central air conditioning systems in new school designs focusing on common areas such as the library, gymnasium, computer labs, administration offices, and portables. All other considerations for air

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when requiring up time for computer resources that may need extended run times for software/hardware maintenance or upgrades.

### **3. Environmental Waste Plans**

Waste reduction and the proper handling of wastes are sound means of environmental stewardship that all departments must adapt to. Ensuring that appropriate plans are in place will support the need of a safe and healthy environment. Kawartha Pine Ridge District School Board has the means to do this by:

- 3.1 implementing and supporting waste reduction/recycling programs in our schools and in our workplaces;
- 3.2 performing waste audits of all waste streams, looking for means to reduce our landfill waste and increase our diversion rate to recycling depots;
- 3.3 ensuring hazardous wastes are transported and disposed of as per Ontario Regulation 347; and
- 3.4 requiring all appliances to be free of ozone-destroying chemicals.

### **4. Environmental and Energy School Plans and Procedures**

All schools shall develop procedures that will ensure a safe and healthy work and learning environment.

School principals and staff shall be responsible for ensuring that appropriate environmental plans and practices are developed and implemented.

- 4.1 School plans and procedures shall include actions such as the following:
  - 4.1.1 to ensure that a variety of environmental programs are developed and implemented within each school;
  - 4.1.2 to make environmentally appropriate purchases by
    - 4.1.2.1 considering the quality and durability of a product,
    - 4.1.2.2 selecting products that are recyclable and/or composed of recycled material,
    - 4.1.2.3 selecting alternatives to products whose use and/or disposal could be environmentally harmful, and

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- 4.1.2.4 reviewing the selection and use of products such as plastic bags and potentially toxic paints;
- 4.1.3 to conserve consumable products, energy producing fuels, and natural resources such as water;
- 4.1.4 to ensure that aspects of the curriculum related to healthy environments are developed and implemented;
- 4.1.5 to ensure the safe storage and appropriate disposal of all hazardous wastes;
- 4.1.6 to encourage and promote Board environmental programs such as recycling, reusing, recovering, and reducing;
- 4.1.7 to support environmental enhancement projects such as developing nature trails, butterfly gardens, bird attraction areas, indigenous plant planting/ seeding, reforestation, and other naturescaping initiatives;
- 4.1.8 to partner with government or other community agencies whose initiatives are consistent with school policies or programs and are consistent with this administrative regulation and its governing policy;
- 4.1.9 to organize activities such as
  - 4.1.9.1 anti-litter campaigns,
  - 4.1.9.2 Five R's Programs (Reject, Reduce, Reuse, Recycle, Renew),
  - 4.1.9.3 formation of Environment Clubs,
  - 4.1.9.4 active participation in Environment Week/Earth Week,
  - 4.1.9.5 field trips to natural areas,
  - 4.1.9.6 environmental and Outdoor Education Programs;
- 4.1.10 to develop professional development activities such as
  - 4.1.10.1 improving environmental understanding,
  - 4.1.10.2 incorporating environmental education into instructional and co-curricular activities,
  - 4.1.10.3 reflecting environmental values in daily programs and practices and in building and landscape design, and

