

WINTERIZATION CHECKLIST FOR SCHOOLS



N°	ACTIVITIES	<input checked="" type="checkbox"/>
1	Inspect Heating Systems: Test and service boilers, HVAC systems, and space heaters to ensure they function optimally.	
2	Seal Windows and Doors: Inspect seals and use weather stripping to prevent heat loss.	
3	Insulate Pipes: Wrap exposed pipes to prevent freezing and bursting during cold weather.	
4	Clear Roofs and Gutters: Remove debris to prevent ice dams and leaks.	
5	Test Emergency Generators: Ensure backup power sources are functional and properly fueled.	
6	Install Carbon Monoxide Detectors: Place detectors in all heated areas to prevent poisoning.	
7	Stock De-icing Agents: Keep sidewalks, parking lots, and entrances safe.	
8	Monitor Roof Snow Loads: Regularly check for and clear excess snow to avoid structural damage.	
9	Inspect Exterior Lighting: Ensure exterior lighting is operational for safety in early morning or late evening hours.	
10	Snow Removal Plan: Prioritize high-traffic areas like entrances, sidewalks, and parking zones	
11	Maintain Walkways: Repair cracks and uneven surfaces to reduce tripping hazards when icy.	
12	Winterize School Buses: Equip buses with winter tires or chains and inspect heating systems.	
13	Equip Buses with Emergency Kits: Stock blankets, flashlights, first-aid kits, and water for driver and passenger safety.	
14	Implement Weather-Sensitive Schedules: Prepare for delayed starts or closures based on road conditions.	
15	Train Staff: Conduct staff training on responding to winter hazards like frostbite and hypothermia.	
16	Review Emergency Response Plans: Update protocols to address winter-specific risks like power outages and severe storms.	
17	Conduct Winter Drills: Simulate evacuation and sheltering scenarios for snowstorms or freezing conditions.	
18	Provide Hydration Stations: Make warm drinks and water readily available to prevent dehydration.	
19	Encourage Proper Attire: Promote wearing layered clothing, hats, scarves, and insulated boots.	
20	Communicate Proactively: Use centralized systems for real-time alerts to keep staff, students, and parents informed about closures and safety protocols.	