

## VENTILATION AND AIR QUALITY

### POLICY:

Each staff member will be alert and aware of the importance of ventilation and air quality to the health, quality of life and the child's experience while at our center. The center will be aired out daily. The mechanical ventilation system will be maintained in a safe and healthy fashion according to manufacturer's recommendations.

### PURPOSE:

To maintain the health and safety of the environment.

To remove airborne pathogens.

To provide the safest environment possible consistently.

To assure everyone is aware of their responsibility for the safety of children and staff.

### PROCEDURE:

1. Open doors or window in classrooms to provide fresh air throughout the day.
  - a. Open windows not more than 3.5 inches or per center policy.
  - b. Consider outdoor air quality and follow instructions per Bay Area Air Quality Management District at <https://www.baaqmd.gov/>.
    - i. **See section H33 and H34 of this manual for additional information on air quality.**
  - c. Windows must be designed in a way that prevents children from falling or climbing out of the window, or have protective barriers installed on them.
2. Assure filters on heating and air conditioning units are changed at least annually and more often if recommended by the service person or contract.
3. During warm months, call the local Bay Area Air Quality Management District at 415-749-5000 for current information on the air quality and recommendations for outdoor play and asthma care or visit <https://www.baaqmd.gov/about-air-quality/current-air-quality>
4. Reduce pollutants indoors and prohibit smoking. Follow the bill prohibiting smoking in day care facilities, including private residences. [Law section \(ca.gov\)](#)
5. Review and follow recommendations on ventilation in schools at childcare from CDC [Ventilation in Schools and ChildCare Programs \(cdc.gov\)](#)

6. See [Guidance for Building Operations During the COVID-19 Pandemic](#)