

AVON MAITLAND DISTRICT SCHOOL BOARD
ADMINISTRATIVE PROCEDURE
NO. 546

SUBJECT: PESTICIDES: USE OF

Legal References: *Education Act: Section 265 Duties of Principal: Care of Pupils and Property;*
 Section 286 Duties of Supervisory Officers: Supervise Buildings and Property
 Ontario Pesticide Act

Related References: *Administrative Procedure 410 Environmental Health and Safety; AP 411 Workplace*
 Hazard Notification and Investigation

1. Reducing Exposure to Hazardous Materials

- 1.1 In an effort to reduce exposure to hazardous materials, Avon Maitland District School Board does not use pesticides on board property, except under extreme circumstances, and when no other alternative is available.
- 1.2 Pesticides may be permitted in order to eliminate an infestation of weeds having the potential to damage property, or to eliminate noxious vegetation that is hazardous to human health.
- 1.3 Pesticide use shall not be permitted during school hours.
- 1.4 Each person licensed to apply pesticides shall follow the procedure outlined to ensure compliance with the *Ontario Pesticides Act* and this administrative procedure.

2. Responsibilities

- 2.1 The facilities administrator shall investigate complaints about weed infestation or noxious growth. He/she must notify the school staff and any community group or organization using the school grounds, including daycare centres and recreation departments, well in advance of pesticide spraying.
- 2.2 It is the responsibility of the principal/supervisor to become familiar with this procedure and ensure that no person performs pesticide spraying on board property unless approved by the operations department.
- 2.3 Staff members licensed to spray pesticides shall comply with this policy and participate in an annual refresher training program.
- 2.4 The environmental health and safety officer is responsible for implementing this procedure, investigating complaints relating to pesticides and providing training and awareness on pesticide use.
- 2.5 It is the responsibility of all staff members to comply with signs posted during pesticide use and report any unsafe or unhealthy conditions or circumstances to their supervisor.

3. Administrative Procedures

- 3.1 Staff members licensed to spray pesticides shall review the Material Safety Data Sheet before handling any pesticide.
- 3.2 They shall inspect the containers for any damage before transporting pesticide containers from a supplier. They will ensure that containers are loaded carefully to prevent movement or breakage during transport.
- 3.3 Pesticides must be stored in either a locked trailer or other locked part of the vehicle, but not the cab or passenger area. A warning sign "Chemical Storage—Authorized Persons Only" must be posted on the vehicle.
- 3.4 Pesticides must be stored away from food or drinks intended for human or animal consumption and school supplies.
- 3.5 If pesticides have to be transferred to a different container other than the original, a label must be used including the trade name or common name and the concentration of each active ingredient in the pesticide.
- 3.6 At least one sign shall be posted at all ordinary points of access, and at least every 100 metres along the perimeter of the application area. Signs shall be posted within 10 metres of the perimeter. Signs are not to be posted on trees, fences or buildings or on signboards together with other signs.
- 3.7 Signs shall be posted 24 hours before pesticide spraying begins and are not removed until 48 hours have elapsed following completion of pesticide spraying. Signs must be removed 10 days after the day pesticide spraying is completed.
- 3.8 Information on signs shall include:
 - a) The date that the sign is posted;
 - b) The date that land extermination takes place;
 - c) The name of the pesticide used;
 - d) The pesticide registration number;
 - e) The name of pest to be controlled; and
 - f) The telephone number of Avon Maitland District School Board
- 3.9 The person doing the spraying must ensure that staff members and any community group or organization using the school grounds, including daycare centres and recreation departments, have been notified in advance of pesticide spraying.
- 3.10 A spill clean-up kit will be provided and stored in vehicles containing pesticides. Any serious spills must be reported to the environmental health and safety officer immediately (pager 519-642-5397).
- 3.11 Empty pesticide containers shall be triple-rinsed with water and the rinses shall be emptied into the spray tanks or disposed of as hazardous waste. It is important to ensure that no pesticide has been left behind as a cake or paste. Containers shall be punctured, crushed or broken, to make it impossible to reuse. Disposal of empty containers will be at recognized pesticide container recycling depots.
- 3.12 Staff members shall use/wear all personal protective equipment as required by the Material Safety Data Sheet.