

**KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD**

**ADMINISTRATIVE REGULATIONS**

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**Section:**            **Business and Administrative**

• **School Operation**

**Regulation:**    **ENVIRONMENT AND ENERGY**

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**Regulation Code: BA-7.2.1**

**Policy Code Reference: BA-7.2**

**Page 1**

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

Board administrators and

## KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

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**Policy Code Reference: BA-7.2**

**Regulation:**    **ENVIRONMENT AND ENERGY – continued**

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**Page 2**

- 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-

**KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD**

---

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**Regulation Code: BA-7.2.1**  
**Policy Code Reference: BA-7.2**

**Regulation: ENVIRONMENT AND ENERGY – continued**

---

**Page 3**

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

**2.**

**KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD**

---

**Section: Business and Administrative**  
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**Regulation Code: BA-7.2.1**  
**Policy Code Reference: BA-7.2**

**Regulation: ENVIRONMENT AND ENERGY – continued**

---

**Page 4**

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

## KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

---

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**Regulation Code:** BA-7.2.1  
**Policy Code Reference:** BA-7.2

**Regulation:** ENVIRONMENT AND ENERGY – continued

**Page 5**

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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



