

**Florida School IPM Program**  
University of Florida  
Institute of Food and Agricultural Sciences  
Entomology and Nematology Department

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## **Welcome to the Florida School IPM Program**

### **Florida School IPM Mission**

Our goal is to reduce the risk of pests and unnecessary pesticide use by promoting integrated pest management (IPM) in schools and providing support, resources and training.



### **About Us**

We are entomologists, extension agents, and IPM specialists from the University of Florida who encourage IPM in schools to protect the health of school and facilities inhabitants. Our goal is to reduce pest problems and unnecessary pesticide use in institutional settings. Our program is recommended as part of the Florida Department of Education (DOE) guidelines in Chapter 5, Section 5, E5 on page 64 <http://www.fldoe.org/edfacil/pdf/sref-rule.pdf>.

### **About This Document**

These documents are meant to be used as an aid in developing or improving an IPM program for your school district. Please check your existing district policies and state laws concerning pest control and sanitation before implementing any new policy.

### **What is Integrated Pest Management (IPM)?**

IPM is a process for balancing the risks between pests and pesticides to achieve long term pest suppression. IPM uses a wide variety of technological and management practices. Control strategies in an IPM program extend beyond the application of pesticides to include structural and procedural modifications that reduce the food, water, harborage, and access used by pests.

**Points of IPM:** *Communication, Identification, Monitoring, Exclusion, Sanitation, Treatment Strategy, Evaluation*

### **Pest Vulnerable Areas (PVAs)**

There may be more to a school than meets the eye. When the lights go out at the end of the day, four, six, and eight legged invaders may abound. To reduce pests in schools, you must reduce pest conducive conditions. These conditions are often found in what we call pest vulnerable areas, or PVAs. These are areas that have food, water and harborage available to pests. In order to find these pest vulnerable areas, it is important for pest managers to monitor

the school for pests, this is done through monitoring stations placed throughout the school. Not only do pest managers monitor for pests, but they keep an eye out for pest harborage sites as well. Once an infestation is identified, measures are taken to reduce the infestation including, exclusion, reduction of food, water and harborage, and the judicious use of pesticides, usually in a targeted bait application. By using integrated pest management principles, we can reduce the numbers of pests as well as maintain a healthy learning environment.

**PVAs:** *Offices and Lounges, Food Service Areas, Dry Food Storage, Custodial Closets, Classrooms where Food Preparation Occurs, Kindergartens, Science, Art and Special Needs Classrooms, Storage Areas, Dumpsters and Exterior Trash Cans*

**Where Do We Get Started?** To get you started in implementing an IPM program, this section contains some useful forms. If these forms don't meet your specific needs, please use them as a template and modify them to meet your facilities needs.

### **This Package Includes The Following:**

***Section 9.16 of the Maintenance and Operations Administrative Guidelines for School Districts and Community Colleges*** this document describes how and why administrators should implement an integrated pest management (IPM) approach at educational facilities or school sites.

For the complete document visit- <http://www.fldoe.org/edfacil/manoguid.asp> .

***Model Contract*** provides a minimum standard of IPM techniques which, if followed, should provide quality pest management while minimizing risk. Local circumstances may make some practices/descriptions contained within the contract inappropriate. In such cases an IPM practitioner should be consulted to help modify contract language to make it more suitable. We often update our contract language be sure to check our website for updated examples of contracts. ***The example included is the current working draft of the Florida School IPM Working Group.***

***Initial Inspection Checklist*** a seven page list that will help you evaluate individual schools for the level of IPM they are already practicing, this list also works as a yearly check-up to gauge how successful IPM is at a school.

***IPM Cafeteria Inspection Checklist*** because food handling areas tend to be the source of many pest infestations this separate inspection form is provided for cafeterias. This document can be used by the pest manager to ensure that a thorough inspection is completed. One of these checklists should be completed during each inspection. The pest manager should not limit the inspection solely to what is indicated on the checklist. Comments on the checklist

provided by the pest manager should be reviewed by the IPM Coordinator or Maintenance personnel and appropriate action taken.

***IPM in Schools Pest Monitoring Protocol*** a two page jump start guide to monitoring.

***IPM Pest Sighting Log*** a template to keep in the principal's office and high risk areas (cafeteria, teachers lounge) whichever is most practical with your specific IPM plan. An individual (possibly the IPM Manager) should be identified to maintain and be responsible for this document. All employees in the given area should know who this person is and report any pest sightings accordingly. The pest manager reviews this document at the beginning of each visit and responds appropriately. Any treatments made should be recorded on this document by the pest manager. Review of this form should be included as part of the pest manager's periodic inspection process.

***Intent to Apply Pesticides Form*** some school districts have policies controlling the application of products for pest control. Districts can use this form as a template and modify the information collected to fit with their IPM policy.

***Sample Pesticide Application Notification Signs*** the following are for posting when a pesticide with a warning or caution label is used. The signs are in both English and Spanish and have an area to list the re-entry date and time.

- ***Caution Indoor Notification Sign***
- ***Caution Outdoor Notification Sign***
- ***Warning Indoor Notification Sign***
- ***Warning Outdoor Notification Sign***

***Sample Pest Management Policy Statement*** to inform teachers, staff and students about the school's policy. The notice can be printed and posted on bulletin boards.

***School IPM Printable Brochure*** for distribution to staff and parents.

***Sample Letters*** you may wish to send a letter to parents explaining your pest management system. You may also wish to address certain pest issues, such as head lice, with parents at the beginning of the school year. Included here are sample notification letters to introduce your program, to notify parents of a pesticide application, to ask parents to screen for head lice, and to inform parents of a head lice infestation. Feel free to modify these letters to fit your specific program.

- ***Integrated Pest Management Parent Notification Letter***
- ***Integrated Pest Management Pesticide Application Notification Letter***

- *Head Lice Letter to All Parents at Start of the School Year*
- *Head Lice Letter to Parents of an Infested Child*

**For Additional School IPM Resources Visit-**

<http://schoolipm.ifas.ufl.edu/> - National Source for School IPM - University of Florida

<http://www.epa.gov/pesticides/ipm/schoolipm/index.html> - School IPM: How to Manual

**To Find A County Extension Office Near You Visit-**

<http://solutionsforyourlife.ufl.edu/> - Solutions for Your Life – University of Florida



**Program Directors**

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# 9.0

## Maintenance and Operations Administrative Guidelines for School Districts and Community Colleges

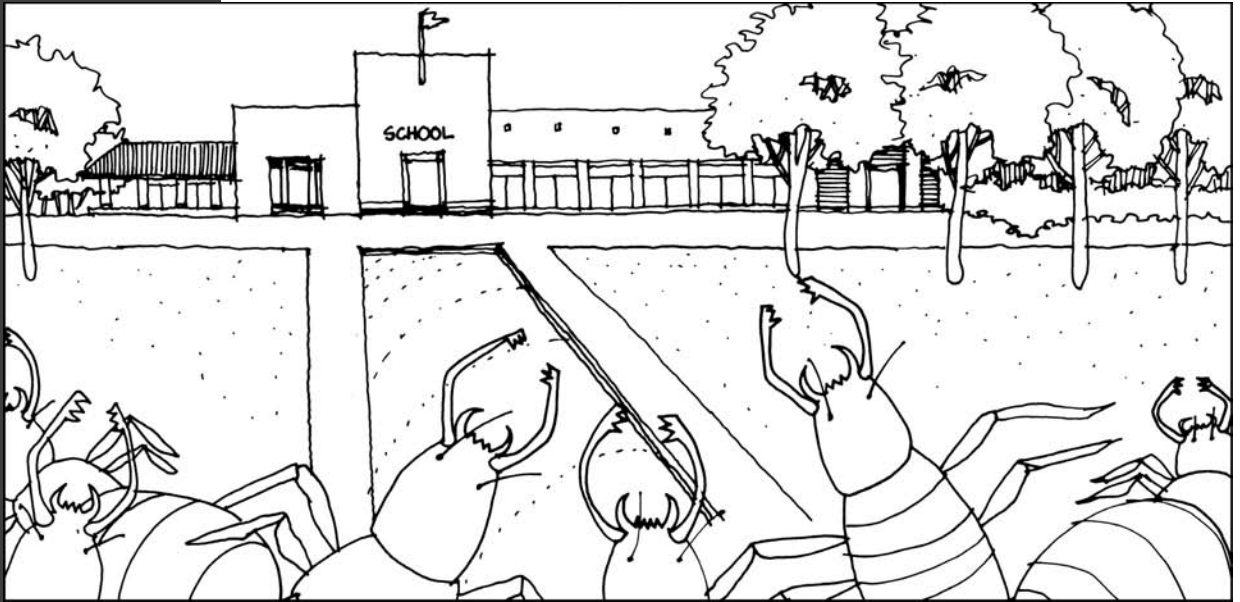
### Standard Procedures

For every educational facility maintenance and operations department, there are certain standard procedures that define the manner in which they operate and deliver required services. Although specific approaches may vary, these work practices and methods ultimately define the management style and “culture” of the organization. The following sections identify some of the most important procedures that all maintenance and operations organizations will encounter. Although it is not an exhaustive list, the procedures outlined here are meant to help define the breadth of administrative functions and establish the basis for good practices for each facet of managing educational facility physical plants.

## 9.16

## Maintenance and Operations Administrative Guidelines for School Districts and Community Colleges

## Integrated Pest Management (IPM)



The use of pesticides and other chemicals in educational environments, particularly schools, is a sensitive issue. In order to ensure public safety and avoid potential problems, administrators should implement an integrated pest management (IPM) approach at each educational facility or school site. This practice can best be described as an innovative approach to pest management that combines environmental sensitivity with long-term pest suppression. The integrated pest management process centers around four main practices:

- Prevention of pests through exclusion and sanitation.
- The application of pesticides only on an “as-needed” basis.
- Use of the least hazardous pesticides for controlling the pest problem.
- Limiting the use of pesticides to areas that are not occupied by students and other educational facility occupants.

Maintenance and operations administrators should ensure that only personnel who are properly trained and certified, or hold the appropriate license, be permitted to apply pesticide

treatments. They should also be mindful of the potential harm to surface waters in adjacent ponds, lakes, and streams when applying ground treatments. For a comprehensive source of information on integrated pest management, see the IPM web site at: [www.schoolipm.ifas.ufl.edu/](http://www.schoolipm.ifas.ufl.edu/).





## INTEGRATED PEST MANAGEMENT CONTRACT

This Contract has been entered into between \_\_\_\_\_ (Contractor) and \_\_\_\_\_ (District) on this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

WHEREAS, it is the intention of District to implement as a matter of policy an integrated Pest Management program for the control of its pest control related needs at the District's facilities described herein and:

WHEREAS, Contractor wishes to supply such integrated pest management services to District and:

WHEREAS, each part acknowledges receipt of good and valuable consideration from the other including the reciprocal covenants related herein:

It is agreed as follows:

1. Definitions

1. Crack and Crevice Treatment. Applications of Pesticide which leave minimal or no visible quantities of pesticide outside the actual crack or crevice treated.
2. Integrated Pest Management (IPM) a planned program incorporating continuous monitoring, education, record keeping and communication to prevent and/or minimize damage to operations, people, property and the environment. The program will employ a combination of habitat modification, staff education, biological, mechanical and genetic controls, disease agents and parasitoids. The use of pesticides and/or rodenticides are permitted only as a limited supplemental

method of control when other control methods are ineffective or incapable of accomplishing control within reasonable time parameters. When applicable, pesticide selection shall be made so as to create the least risk of actual harm to persons, property and/or the environment. Factors included in this determination are the volatility or containability of the pesticide, risk of secondary poisoning, and residual life and toxicity as described in current labels and material safety data sheets (MSDS). The application of any pesticide identified in schedule 1. B. part 2 must be approved by the IPM Coordinator before application.

3. Pesticide. This term shall have the same meaning as defined in F.S. 482.021 (21)(a)(b) and shall include rodenticides and herbicides.
4. Project Work Plan. The project work plan shall act as the blueprint by which this contract will be implemented. All descriptions and documents required shall be provided and completed upon execution of this Agreement and shall consist of the following parts:
  - (1) Schedule of all pesticides to be used, brand names of pesticide application equipment, rodent bait boxes, insect and rodent trapping devices, pest monitoring, surveillance and/or detection equipment and devices and any other pest control equipment used to provide service (schedule 1. D. (1)). Contractor shall provide concurrent with the plan, current labels and material safety data sheets for all listed pesticides. This schedule as well as any associated labels and MSDS sheets shall be supplemented on a quarterly basis.

- (2) The contractor shall describe with specificity the methods and procedures used for identifying sites of pest harborage and access and render objective assessments of pest population levels throughout the term of this contract. This description shall be appended to this Agreement and shall be designated as Schedule 1,D,(2).
- (3) The service schedule. Contractor shall provide complete service schedules for each building which shall include the frequency of visits, specific dates of scheduled service, the approximate duration of each service and the scheduling of independent quality control inspections. Subject service schedules have been appended and designated as Schedule 1 (D)(3).
- (4) Description of structural or operational changes that will facilitate more effective pest control. The contractor shall describe specific solutions and/or make recommendations relative to the school's operations and observable sources of pest food, harborage, water, access and infestation. All required descriptions or applicable information shall be contained in Schedule 1, D,(4) as appended to this Agreement.
- (5) Commercial pesticide applicator certification and/or licenses. The contractor shall provide a complete list of all persons performing pest control services pursuant to this contract as well as true and correct photocopies of the contractor's pest control license as required by F.S. 482.071, certified operator's certificates and identification cards as required by F.S. 482 for every employee of the contractor who will be

performing pest control services on site. All lists required under this subparagraph shall be included in Schedule 1,D,(5) as appended to this Agreement. Deletions and/or additions of employees performing pest control services under this agreement and associated records as required herein shall be provided to the IPM Coordinator as a supplement to the plan within 10 days of any such change.

5. Response Time. The time allowed the contractor after initial notification of a work requirement to be physically on the premises at the work site with appropriate tools, equipment and materials ready to perform the required work.
6. Core Services. Core services are described in Schedule 1. F. and constitute the basic minimum services to be provided by contractor pursuant to this engagement. There shall be no additional charges or assessments of any kind for the performance of such services regardless of the number, variety or methodologies used to accomplish control. The content of core services may not be modified or changed without prior written approval of contractor and the IPM Coordinator.
7. Supplemental Services. Supplemental services are pest control services in addition to core services for which company shall bill additionally in accordance with schedule 1.F. All supplemental services must be approved in writing by both parties. Performance of supplemental services by company without prior written authorization may result, at school's discretion, in the loss of company's entitlement to compensation for such services.

8. Excluded Services. These are services that are beyond the scope of this contract which contractor will not be required to perform.
9. Structure. Structure means any type of edifice or building together with the land thereunder, the contents thereof and any patio, terrace or fencing attached thereto and all grounds within 20 feet of such structures.

2. REPRESENTATIONS AND DUTIES OF CONTRACTOR

1. Contractor has been licensed to and engaged in commercial pest control in the State of Florida for no less than 5 years preceding the execution of this Agreement. Contractor shall forthwith advise IPM Coordinator in the event that its business license granted by the Department of Agriculture and Consumer Services pursuant to F.S. 482 has been suspended, revoked, or denied renewal. Contractor shall further forthwith advise IPM Coordinator in the event that an administrative fine or disciplinary penalty in excess of \$1,000.00 has been imposed against contractor for any violation of F.S. 482 and/or associated administrative rules or for violations of any federal statutory or administrative requirement pertaining to or arising out of contractor's pest control operations. Subject notice shall be made in writing.
2. Contractor's certified operator(s) within the meaning of F.S. 482.021 (15)
  - (1) have had no less than two years experience and/or training in IPM techniques. Such IPM experience shall include:
    1. Not less than \_\_\_\_\_ hours of classroom instruction in IPM techniques. Classroom instruction may be obtained at any

accredited college or university, any continuing education course approved by the Department of Agriculture and Consumer Services, in-house training or training provided by industry suppliers if such classes would qualify for continuing education credit had application been made to the Department of Agriculture and Consumer Services.

2. No less than 80 hours of field experience in IPM techniques. The certified operator's area of certification must be in household pest control and lawn and ornamental. In the event that the State of Florida approves a separate certification category for integrated pest management as part of F.S. 482, such certification in this category may be accepted in lieu of the other requirements set forth in paragraph 2.B.
3. Other employees of contractor who are not certified in any applicable pest control category shall as a condition to performing services under this contract meet one of the following requirements:
  - (1) Shall have no less than 30 days of previous field experience in IPM techniques and no less than \_\_\_\_\_ hours of classroom training in IPM techniques.
  - (2) Shall perform services under the direct and immediate supervision of the Contractor's certified operator(s).

- (3) Will have obtained a written waiver of this provision from the IPM Coordinator based upon the employees special qualifications and/or exigent circumstances. The IPM Coordinator shall have complete discretion to prove or disapprove such waiver.
4. All employees performing work pursuant to this contract shall be trained in the performance of CPR techniques including CPR techniques applicable to children.
5. Contractor shall immediately advise school in the event that the license certification or privileges of any employee listed in accordance with paragraph 1.D.(5) herein has been revoked, suspended and/or denied renewal or the recipient of an administrative disciplinary fine in an amount in excess of \$1,000.00.
6. Contractor shall at its sole expense provide all personnel, safety equipment, pesticides, monitoring and tracking devices, tools and other equipment necessary to perform the services required under this Agreement. Contractor will not be required to perform structural changes or extensive carpentry services for the School unless specifically described herein. Contractor will as part of its IPM plan be expected to apply caulking and install minor screening materials on an as needed basis for the purposes of limiting pest access.
7. Contractor will be required to carry workers compensation insurance for all employees as well as general liability coverage in the amounts stated in Schedule 2 G.
8. Report inspection/monitoring results to the IPM Coordinator and the principle or site administrator for applicable sites.

9. Meet with or report to appropriate personnel to discuss inspection recommendations that require implementation.
10. Review the selection of pesticide products and associated equipment with IPM Coordinator.
11. Ensure that any Pesticide applications in food service areas will not result in contamination of food, utensils, equipment or employee clothing.
12. Adequately control pest infestation in all food service facilities and in all other areas where food is consumed.
13. Ensure that a minimum of 10 days advance notification is given to the IPM Coordinator and School Principal or site administrators in the event that fogging, surface spraying or dusting pesticide applications are required.
14. Ensure notification of pesticide sensitive individuals and/or posting in accordance with state and federal statutory and/or administrative requirements. Cooperate with IPM Coordinator's notification procedures if in excess of State or Federal requirements. IPM Coordinator shall provide contractor with 7 days advance notice of any such additional notice requirements which will be undertaken at school's expense.
15. Contractor shall, upon execution of this Agreement also execute the following documents:
  - (1) Public Entity Affidavit as appended hereto as Schedule 2, O,(1);
  - (2) Performance bond in the amount equal to 100% of the total contract price appended hereto as Schedule 2, O, (2);



- (3) Confirmation of insurance coverage consistent with the requirements stated in Schedule 2,G. A confirmation of said coverage including a declarations sheet shall be provided to the IPM Coordinator.
16. All employees of contractor performing services on the site shall carry with them as required by law their personal identification card and upon failure to produce such identification will be required to leave the school premises forthwith.
17. **QUALITY CONTROL PROGRAM.** Contractor shall maintain a quality control program to ensure that the requirements of this contract are appropriately discharged. The specific requirements of the quality control program have been set forth at schedule 2.Q.
18. **RECORD KEEPING.** Contractor shall be responsible for maintaining a chronologically ordered book for each building or site specified in this contract. The log book shall contain the following items:
- All work requests received by the employee, the name of the employee performing the service, the date and nature of service and whether or not the service was complete, pertinent observations regarding infestation status, mitigating or aggravating circumstances effecting infestations and recommendations. Any application of pesticide should be noted and all pertinent work request inspection forms completed in the form designated as Schedule 2,R.
19. **HEALTH AND SAFETY.** Contractor shall observe all reasonable safety precautions throughout the performance of this contract. All services shall

comply with applicable State and Federal regulatory statutory requirements including F.S. 482 and associated administrative rules.

- (1) Contractor shall immediately report to the IPM Coordinator and the Principal any pesticidal spill as well as any incidence of poisoning or serious bodily harm to any person arising out of its pest control services at any district facility.
- (2) All contractor's employees shall when performing services on the premises wear distinctive clothing identifying them as contractor's employees shall have and use all protective clothing equipment and devices required by state and federal regulatory agencies including the Occupational Health and Safety Administration, EPA and Department of Agriculture and Consumer Services.
- (3) All vehicles used by contractor in connection with pest control services described herein shall be properly labeled and identified in accordance with F.S. 482 and associated administrative rule 5E -14.103.
- (4) Contractor will not apply any pesticide not included in the Pest Control Plan or approved in writing before application by the IPM Coordinator. Contractor shall not store any pesticide product on the school's premises nor shall contractor permit any school employee or other unauthorized person to hold, use or accept any pesticide or equipment associated with pest control under this agreement. Preventative pesticide applications shall not be made on a routine scheduled basis without a demonstrable

need for such applications consistent with IPM principles. Preventative pesticide treatments may be made when there is a surveillance based indication of pest infestation. Such applications shall be made on a case by case basis and only upon written approval of the IPM Coordinator prior to such application.

20. CRIMINAL CHECK FOR ALL EMPLOYEES.
21. INSECT CONTROL. Consistent with IPM principles contractor shall reasonably avoid the use of pesticides as a method of control with the exception of non-toxic growth inhibitors, genetic or sterilization agents or diseases which may be applied consistent with applicable EPA labeling.
  - (1) Portable vacuums rather than pesticidal sprays shall be used for initial clean out of cockroach and winged ants and termites as well as for the control of spiders in webs.
  - (2) Trapping devices shall be used in favor of pesticidal sprays for indoor fly control when appropriate.
  - (3) All pesticide applications other than those noted in paragraph W above shall be crack and crevice treatment only.
  - (4) The application of insecticides to exposed surfaces including surface sprays, fogs, mists, and ultra-low volume applications may not be made without prior written approval by the IPM Coordinator and until all reasonable precautions are taken to avoid human exposure with respect to such applications.

- (5) Bait formulations shall be used for control whenever appropriate. In the case of toxic substances used in association with such bait, the IPM Coordinator's written approval shall be required.

22. RODENT CONTROL.

- (1) The primary consideration in selecting control methods shall be the safety of the buildings occupants. Accordingly, all trapping devices shall be sealed and out of the general view and in protected areas so as to not be affected by routine cleaning and other operations. Trapping devices shall be checked on a schedule consistent with the pest control plan. Contractor shall be responsible for disposing of all trapped rodents and all rodent carcasses in an appropriate manner. All rodenticides, without regard to their packaging shall be placed in locations that are inaccessible to children, pets, wildlife and domestic animals.
- (2) Pesticide applications outside of buildings shall emphasis direct treatment of rodent boroughs when feasible and must be approved in advance by the IPM Coordinator.
- (3) If applicable the frequency of bait box servicing shall depend upon the level of rodent infestation. All bait boxes shall be maintained in accordance with EPA regulations. Contractor shall adhere to the following considerations:

1. Bait boxes will be placed out of the general view and in locations where they are not likely to be disturbed by routine operations. The lids of all bait boxes shall be securely locked or fastened shut.
2. All bait boxes will be securely attached or anchored to the floor ground or wall or other removable surface that the bait box cannot be picked up or moved by unauthorized persons.
3. Bait shall be placed in the protected feeding chamber of the box and never in the runway of the box.
4. All bait boxes shall be labeled on the inside with the contractors business name and address and dated by the contractor's employee at the time of installation and at each servicing.

(4) Absent any associated adverse safety consideration non-pesticidal controls shall be used before pesticide applications are made.

### 3. ROLES AND RESPONSIBILITIES OF SCHOOL PERSONNEL

1. IPM Coordinator. \_\_\_\_\_ is the designated as the IPM Coordinator for the School and in his/her absence or in an emergency circumstance \_\_\_\_\_ shall serve as alternate IPM Coordinator. The IPM Coordinator shall unless otherwise stated herein, represent the school district in the implementation of the pest control project plan and otherwise perform the following duties:

- (1) Authorized work requests, make pest prevention and control recommendations and respond to request by contractor regarding the use

of pesticides or other measures or actions requiring approval by the IPM Coordinator under this Agreement.

- (2) Coordinate IPM activities to ensure compliance with School Board rules.
- (3) Coordinate and assist in the IPM education and/or training with respect to school personnel.
- (4) Coordinate development of IPM awareness program in conjunction with teacher, staff and students to identify and carry out ideas for student and/or community involvement in the IPM program.
- (5) Coordinate with custodial building and grounds maintenance staff as well as any subcontractors unrelated to contractor to ensure implementation of pest prevention and measures and minimize frustration of pest control plan.
- (6) Review and approve list of preapproved pesticides and review and determine acceptability of supplemental pesticides on an as needed basis.
- (7) Coordinate and inform principals and district administrators and other supervisory personnel with respect to carrying out posting notification, record keeping, education and training provisions of this program so as to ensure cooperation with contractor.
- (8) Respond to decisions made by the School District with respect to pesticide usage and the IPM program and coordinate the same with Contractor, arrange for retention of pesticide material safety data sheets, product

labels and associated information, and ensure the availability of pest control IPM plan to appropriate school personnel.

- (9) Coordinate with Contractor and principals and school personnel, pest control services, inspections, and record retention and maintenance.
- (10) Develop with Contractor, when feasible, a hierarchy of control measures specific to individual pest types.
- (11) Respond to chemically sensitive individuals' appeals or concerns regarding pesticide usage consistent with applicable law.

2. School Principal/site administrators and/or their designees shall:

- (1) Ensure compliance with the IPM program at their school or site;
- (2) Issue work orders for pest prevention and control activities as required;
- (3) In conjunction with IPM Coordinator and maintenance custodial staff, teachers and students ensure that pest prevention and control techniques are implemented and/or not frustrated.
- (4) Coordinate with teachers to ensure that captive animals in classrooms are properly cared for and food is stored so as not to attract pests.
- (5) Ensure that school staff, parents and students do not bring pesticides onto school property and that school personnel are acting only within the scope of their authority, education and training.
- (6) Retain and make available for public inspection copies of pesticide MSDS and pesticide product labels

- (7) In cooperation with IPM Coordinator, ensure that posting notification, education and training provisions of this Agreement are carried out as specified.
  - (8) Provide support for IPM awareness program.
3. School maintenance, cafeteria and custodial staff shall:
  - (1) Cooperate with IPM Coordinator and Contractor to ensure implementation of pest control plan.
  - (2) On an as needed basis participate in facility inspections to identify pest problems.
  - (3) Report pest activity promptly to school principal or site administrator and/or IPM Coordinator.
  - (4) Participate in implementation of pest prevention and pest control measures.
  - (5) Perform pest management actions only within the scope, education and training.
4. **COMPENSATION TO CONTRACTOR.** Compensation for services rendered pursuant to this contract are set forth in Schedule 4 and may not be modified without prior written approval by both parties.
5. **TERMINATION OF AGREEMENT FOR CAUSE BY SCHOOL.**
  1. **Notice of Default.** District shall advise contractor of any material default or breach by Contractor in the performance of Contractor's services and representations as described in this Agreement. Subject notice shall be in writing



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and state with specificity the contract provisions contractor has failed to comply with, the specific facts and circumstances pertaining to that deficiency, including the dates and nature of such non compliance. Upon Contractor's failure to substantially cure such material violations of this Agreement within 20 days of receipt of Notice (cure period), this contract may be terminated or at the District's discretion abated until compliance is effected. Chronic infestation or reinfestation at the same sites for a period in excess of 45 days and violations of paragraphs \_\_\_\_ through \_\_\_\_ will constitute material breaches or defaults of this Agreement.

2. Notwithstanding any provision herein to the contrary, School may immediately abate or terminate this Contract in the event that:

(1) The actions or inaction of Contractor result in or present an immediate danger of death or serious bodily harm to any person on the premises.

(2) Contractor's license pursuant to F.S. 482 has been suspended, revoked or denied renewal by the Department of Agriculture and Consumer Services.

(3) Contractor either voluntarily or involuntarily becomes the subject of a bankruptcy or reorganization proceeding.

6. TERMINATION OF AGREEMENT FOR CAUSE BY CONTRACTOR.

1. Contractor may terminate this Agreement for cause upon 20 days written notice to District for any of the following violations of the Agreement:

(1) District's failure to pay for contractual services provided for herein.

- (2) District's material violation of one or more material provisions of this Agreement.
- (3) As a condition precedent to Contractor's termination of this contract for cause, Contractor shall provide written notice to the District which shall be served upon the IPM Coordinator. Such written notice shall state the specific provisions of the Contract that are believed to have been breached by the District and when applicable specifically recite the dates, times, places and material facts supporting such breach. The District shall have 20 days from receipt of said written notice (cure period) within which to substantially correct or cure the alleged breaches of this Agreement by District.

7. TERMINATION WITHOUT CAUSE.

1. Either party may terminate this Agreement without cause upon 120 days written notice to the other.
2. Upon termination of this Agreement all service records including the pest control service plan and all log books and associated forms and records shall be deemed the property of the school and retained by School.

8. INDEMNIFICATION

1. Contractor hereby agrees to indemnify and hold District, its employees and agents harmless as to:

- (1) Any claim or injury arising out of or pertaining to the negligent acts of omission or commission as well as any intentional wrongdoing by contractor and/or any of contractor's employees, agents or subcontractors.
- (2) Any assessments, fine or action against District arising out of or pertaining to Contractor's breach of this Agreement or any other legal agreement or requirement regardless of whether such requirement is contractual, statutory or administrative.

OPTIONAL PROVISIONS FOR CONSIDERATION

- 9. The parties agree to waive their respective rights to trial by jury as to any and all claims or actions which may arise out of or pertain to this Agreement. Accordingly, any trial of such claims shall be heard by the trial court exclusively.
- 10. The parties acknowledge that in the event there is a bonafide dispute pertaining to the adequacy of control as required under paragraphs \_\_\_ herein, the IPM Coordinator may request an independent inspection by the Department of Agriculture and Consumer Services for the purpose of verifying such issues. The contractor shall fully cooperate with any such investigation and the results of said investigation shall be considered persuasive in the resolution of such disputes.

Dated: \_\_\_\_\_

FOR DISTRICT (CAPACITY) By:

Dated: \_\_\_\_\_

CONTRACTOR (CAPACITY) By:



# Florida School IPM Inspection Checklist

Date: \_\_\_\_\_

## 1. School Name and District:

## 2. Inspection Participants:

## 3. School Site Details (names, phone numbers, and/or e-mails):

- Principal: \_\_\_\_\_
- Age of School: \_\_\_\_\_
- Area (ft<sup>2</sup>): \_\_\_\_\_
- Number of Teachers: \_\_\_\_\_
- Number of Students: \_\_\_\_\_
- Director of Operations: \_\_\_\_\_
- IPM Specialist: \_\_\_\_\_
- Building Manager: \_\_\_\_\_
- Grounds Supervisor: \_\_\_\_\_
- Number of Custodians: \_\_\_\_\_
- Contractual Custodian Supervisor (if applicable) \_\_\_\_\_
- Kitchen Manager: \_\_\_\_\_
- School Nurse: \_\_\_\_\_
- Pest Management Company: \_\_\_\_\_
- Waste Management: \_\_\_\_\_
- Perceived Pests: \_\_\_\_\_
- Observed Pests: \_\_\_\_\_

### At a Glance Assessment - Key questions indicating an IPM program is in progress

- |  |     |
|--|-----|
| Do you have an IPM coordinator?                            | Y N |
| Do you have an IPM policy?                                 | Y N |
| Do you have an IPM committee?                              | Y N |
| Are you a member of a state IPM coalition?                 | Y N |
| Do you apply scheduled pesticide treatments?               | Y N |
| Do you have an inspection schedule?                        | Y N |
| Do you have a monitoring program?                          | Y N |
| Approximate number of monitors in place _____              |     |
| Do you use pest sighting logs?                             | Y N |
| Do you provide continuing education regarding pest issues? | Y N |
| Does your campus cook and prepare food on a daily basis    | Y N |

## Graded IPM Inspection Check List

When you inspect each item on the checklist, place a mark in the appropriate box for each deficiency. Add the total points for each inspection area. Add the totals for Exterior and Interior inspection areas, add the two sections together, and then divide by the total amount of points (500) to get a final score:

<b>0</b>	<b>Starting Score</b>
	<b>Add Points For All Exterior</b>
	<b>Final Score</b>
	<b>Campus Total Score</b>
	<b>Final Perfect Score (500)</b>

<b>0</b>	<b>Starting Score</b>
	<b>Add Points For All Interior</b>
	<b>Final Score</b>
	<b>Take final scores divide by 500 to get final percentage rank</b>

< 69 = Unsatisfactory; 70-79 = Average; 80-89 = Above Average; 90-100 = Excellent

### EXTERIOR

#### Exterior Garbage Areas

*In your score please consider the following features*

**Grade**

**1= poor**

**5 = excellent**

Dumpsters sealed properly or with tightly fitting lids	
Dumpsters located adequate distance from doors	
Dumpsters on pest-proof pavement	
Area around dumpsters free from spillage	
Outdoor trash receptacles are self closing (e.g. do they have lids)	
<b>Total</b>	

**Notes:**

#### Pest Evidence in Exterior Garbage Areas

*In your score please consider the following features*

**Grade**

**1= infested**

**5 =no evidence**

Evidence of ants <i>(will depend on distance to dumpster to building if this can be an issue)</i>	
Evidence of rodents	
Evidence of cockroaches	
Evidence of flies	
Evidence of bees/wasps	
Evidence of other pests	
<b>Total</b>	

**Notes:**

## EXTERIOR (Continued)

### Exterior Landscaping

*In your score please consider the following features*

**Grade**  
**1= poor**  
**5 = excellent**

Adequate visibility between plantings and buildings (18 inches)	
Building free from direct contact with trees	
Building free from direct contact with shrubs/vines	
Building free of limbs overhanging roof	
<b>Total</b>	

**Notes:**

### Exterior Building Features

*In your score please consider the following features*

*Note doors and windows will be reviewed twice – look for outside evidence here*

**Grade**  
**1= poor**  
**5 = excellent**

Doors sealed tightly – weather-stripping/door-sweeps are in place	
Windows and vents are screened or filtered	
Plumbing and electrical penetrations are properly sealed	
Walls-roof line free of cracks/openings	
Air ventilation intakes screened, unobstructed	
Adequate water drainage around foundation	
Awnings, breezeways, and other overhang structures free from bird nests	
Soil line below building siding or foundation or other conditions conducive to termites (e.g. for wood structures is there too much mulch)	
Gutters cleared of debris	
<b>Total</b>	

**Notes:**

### Pest Evidence Around Exterior

*In your score please consider the following features*

**Grade**  
**1= infested**  
**5 =no evidence**

Evidence of rodents	
Evidence of other pests (e.g. vertebrates, birds, bats)	
Evidence of bees/wasps	
Evidence of termites, termite tubes	
<b>Total</b>	

**Notes:**

## INTERIOR KITCHEN, CAFETERIA AND FOOD AREAS

### Food Preparation Area Ceiling, Walls and Floor

*In your score please consider the following features*

**Grade**

**1= poor**

**5 = excellent**

Ceiling tiles are in good condition (no openings or missing tiles)	
No signs of roof leaks (stained ceiling tiles or walls)	
Interior walls are free from cracks and crevices	
Plumbing and electrical penetrations are properly sealed	
Permanent bulletin boards, mirrors, electrical boxes and other wall fixtures in food preparation and serving areas are caulked	
Floors are clean (free of spillage) by end of day, especially under food preparation and serving areas	
Floor and sink drains are clean and traps are kept full of water	
Interior food preparation doors are sealed tightly, no daylight showing through bottom	
Dock receiving door is sealed – no daylight showing under door	
<b>Total</b>	

**Notes:**

### Food Preparation Area Appliances, Equipment and Furniture

*In your score please consider the following features*

**Grade**

**1= poor**

**5 = excellent**

Surfaces in food preparation and serving areas are regularly free of grease deposits	
Kitchen appliances and fixtures are of pest-resistant design (e.g. shelving with open areas, stainless steel, no wood)	
Vending machines are clean inside and out	
Cafeteria furniture does not provide pest harborage (e.g. metal tube frames are sealed, upholstered furniture not present)	
Food preparation areas are free of cardboard (even storage shelves)	
Trash cans are clean and lined with trash bags, daily	
Is there evidence of pest monitoring throughout the kitchen area	
<b>Total</b>	

**Notes:**

### Pest Evidence in Food Preparation Area

*In your score please observe & consider the following pests*

**Grade**

**1= infested**

**5 =no evidence**

Evidence of rodents	
Evidence of roaches	
Evidence of ants	
Evidence of flies	
Evidence of other nuisance pests (e.g. stored product pests)	
<b>Total</b>	



## INTERIOR KITCHEN, CAFETERIA & FOOD AREAS

(Continued)

### Food and Product Storage Areas

*In your score please consider the following features*

**Grade**

**1= poor**

**5 = excellent**

Ceiling tiles are in good condition (no openings or tiles missing)	
No signs of roof leaks (stained ceiling tiles or walls)	
Interior walls are free from cracks and crevices	
Plumbing and electrical penetrations are properly sealed	
Floors are clean (free of spillage) by end of day, especially under storage areas	
Floor and sink drains are clean and traps are kept full of water	
Bulk stored products are stored on open wire racks and not in original cardboard shipping containers	
Food items are stored in tightly closed containers overnight (e.g. bread, cookies, flour)	
Inspection aisles are maintained around bulk stored products	
Mops and mop buckets are properly hung, dried and stored	
<b>Total</b>	

**Notes:**

### Pest Evidence in Food and Product Storage Areas

*In your score please observe & consider the following pests*

**Grade**

**1= infested**

**5 =no evidence**

Evidence of rodents	
Evidence of roaches	
Evidence of ants	
Evidence of other pests ( <i>e.g. flies, stored product pests</i> )	
<b>Total</b>	

### Cafeteria Area (*If this campus area is also used as auditorium be sure to check under and behind the stage*)

*In your score please consider the following features*

**Grade**

**1= poor**

**5 = excellent**

Surfaces in cafeteria are cleaned regularly	
Fixtures are of pest-resistant design (e.g. shelving with open areas, stainless steel, no wood) ( <i>if school has afterschool program be sure to check this area</i> )	
Vending machines are clean inside and out	
Cafeteria furniture does not provide pest harborage (e.g. metal tube frames are sealed, upholstered furniture not present)	
Ceiling tiles are in good condition (no openings or missing tiles)	
Trash cans are clean and lined with trash bags, daily	
Custodial closet - mops and mop buckets are properly dried and stored	
<b>Total</b>	

**Notes:**

## INTERIOR GENERAL

### Teacher Lounges

*In your score consider the following features  
If campus has more than one lounge area – lump all together*

**Grade**  
**1= poor**  
**5 = excellent**

Teachers lounge cleaned daily	
Refrigerators, microwaves, and food storage located in teachers lounge cleaned at least monthly	
Permanent bulletin boards, mirrors, electrical boxes and other wall fixtures in food preparation and serving areas are caulked	
Food items are kept in sealed storage containers free from pests	
Restrooms are free from water leaks and are cleaned daily	
Floor and sink drains are clean and traps are kept full of water	
Trash cans are cleaned daily and double lined with trash bags	
<b>Total</b>	

**Notes:**

### Pest Evidence in Teacher Lounge Areas

*In your score please observe & consider the following pests*

**Grade**  
**1= infested**  
**5 =no evidence**

Evidence of rodents	
Evidence of roaches	
Evidence of ants	
Evidence of flies	
Evidence of other pests	
<b>Total</b>	

**Notes:**

### Classrooms and Other Interior Areas

*In your score consider the following features*

**Grade**  
**1= poor**  
**5 = excellent**

Interior (vestibule) doors sealed tightly	
Interior walls, that form the exterior of the building, are free from cracks and crevices	
Ceiling plenums are accessible and are free of pest activity	
Ceiling tiles are in good repair (no chips, holes or other entry points)	
Classrooms free from clutter and cardboard	
Classrooms free from food ( <i>food, if present, kept in pest resistant containers</i> )	
Indoor trash cans are clean and double lined with trash bags	
Storage closets (including janitorial) cleaned periodically and free from standing water, clutter and cardboard	
Restrooms free from water leaks	
Restrooms are cleaned daily	

Refrigerators, microwaves, and coffee pots in classrooms, free of debris, food and other attractants to pests	
Pets in classrooms – are cages cleaned weekly, area around cages are kept clean and tidy	
Pets in classrooms – food items are kept in locked storage containers free from pests	
<b>Total</b>	

**Notes:**

**Pest Evidence in Classrooms and Other Interior Areas**

*In your score please observe & consider the following pests*

**Grade**

**1= infested**

**5 =no evidence**

Evidence of rodents	
Evidence of roaches	
Evidence of ants	
Evidence of flies	
Evidence of other pests	
<b>Total</b>	

**Notes:**

Additional Comments:



# Integrated Pest Management-Cafeteria Inspection Checklist

School Name: \_\_\_\_\_

Date/Time of Inspection: \_\_\_\_\_ Inspector: \_\_\_\_\_

Building Exterior:	Satisfactory	Unsatisfactory	Comments for Facilities/Maintenance
1. Garbage storage area	_____	_____	_____
2. Garbage handling system	_____	_____	_____
3. Perimeter walls	_____	_____	_____
4. Perimeter windows/openings	_____	_____	_____
5. Roof areas	_____	_____	_____
6. Parking lot and/or drainage areas	_____	_____	_____
7. Weeds and surrounding landscape	_____	_____	_____
8. Rodent-proofing	_____	_____	_____
9. Other _____	_____	_____	_____
<b>Building Interior</b>			
1. Walls	_____	_____	_____
2. Floors	_____	_____	_____
3. Ceilings	_____	_____	_____
4. Floor drains	_____	_____	_____
5. Lighting	_____	_____	_____
6. Ventilation/Air handling equip.	_____	_____	_____
7. Other _____	_____	_____	_____
<b>Food Storage</b>			
1. Dry food storage area	_____	_____	_____
2. Damaged/spoiled dry food	_____	_____	_____
3. Empty container storage	_____	_____	_____
4. Refrigerated areas	_____	_____	_____
5. Overall sanitation	_____	_____	_____
6. Other _____	_____	_____	_____

	Satisfactory	Unsatisfactory	Comments for Facilities/Maintenance
<b>Food Preparation/Distribution Areas</b>			
1. Counter and surface areas	_____	_____	_____
2. Food serving lines	_____	_____	_____
3. Spaces around appliances/equip.	_____	_____	_____
4. Other _____	_____	_____	_____
<b>Other Kitchen Areas</b>			
1. Dishwashing areas	_____	_____	_____
2. Garbage/Trash areas	_____	_____	_____
3. Tray return area	_____	_____	_____
4. Storage area for pots/pans/plates	_____	_____	_____
5. Other _____	_____	_____	_____
<b>Utility Areas and Bathroom</b>			
1. Sinks and waterclosets	_____	_____	_____
2. Custodian's closet/work area	_____	_____	_____
3. Other _____	_____	_____	_____
<b>Lunchroom area</b>			
1. Tables/chairs	_____	_____	_____
2. Office areas	_____	_____	_____
3. Vending machine area	_____	_____	_____
4. Other _____	_____	_____	_____

Recommendation to cafeteria employees to aid in pest prevention: \_\_\_\_\_

-----  
This report reviewed by \_\_\_\_\_ (name) \_\_\_\_\_ (title)

This report reviewed on \_\_\_\_\_ (date)

Action taken: \_\_\_\_\_

# IPM in Schools/Child Care

## Pest Monitoring Protocol



### When placing pest trapping monitors it is important to remember a few things:

- Monitors should be placed in **all** pest vulnerable areas (PVAs) and hot spots.
- Monitors should be placed against a wall and/or on a window ledge. Secluded corners are often good spots.
- Monitors should be placed out of the way of people or activities.
- All monitors should have a placement date and number.
- Monitor placement should be documented in case someone else has to retrieve them.
- Monitor locations should cover the site well.
- Place traps near to persistent pest conducive conditions.
- Monitors should be re-locatable so you can target the pest.
- If monitors are placed in a classroom, the teacher should be informed of its location and purpose.
- Monitors should be “read” monthly and *should be changed* when it is filled with pests, dust/dirt, or *when three months have passed*.
- Typically an elementary school will require 20 monitors, a middle school 35, and a high school 40. Schools with higher pest pressure may require more monitors.

PVAs	Monitor Placement Area
1. Kitchen/Cafeteria	Dry storage and pantry, dishwasher area, near external cafeteria doors, near floor drains, and within the lower panels of serving counters
2. Staff lounge	Behind vending machines, in counter or drawer, behind microwave, and next to refrigerator
3. Custodian’s storage	Under shelving, near to floor sink, near external door (if present)
4. Reported hot zones from pest sighting log	Under counters, sinks, near windows

5. Special Education or kindergarten classrooms	Near food preparation area, near backpack storage, under sink
6. Home economics/ Life skills classrooms	Near stove or refrigerator, near washer/dryer, under counter
7. Stage areas	Under stage storage, equipment room
8. Locker areas	Under lockers
9. Concession stands	Under counters or equipment
10. Classrooms with animals/plants	Near pet food or plants
11. Cluttered classrooms	Remove clutter, monitor in storage areas, under sinks
12. Bathrooms (if there is a problem)	Near external doors, near cracks and crevices, near utility pipes without escutcheon plates
13. Nurses station (if there is a problem)	Under desk, under sink, near external door

### General Information:

Monitors should be placed on the floor against walls and/or on window ledges. If monitors are likely to be moved, use the double sided tape to fasten the monitor in place. If monitors are not catching pests, think about how the pests may be entering and relocate the monitor to a more suitable location. Don't forget to use other structural elements as monitors. Window ledges, floor drains, light coverings, and spider webbing all serve to help you monitor for pests. Monitoring stations should not be stored alongside volatile chemicals.





# Intent to Apply Pesticides

Date: \_\_\_\_\_

Facility: \_\_\_\_\_

Specific Location in/near Facility: \_\_\_\_\_

\_\_\_\_\_

Type of Pesticide (circle):    Insecticide    Rodenticide    Herbicide

Other: \_\_\_\_\_

Name of Chemical and Manufacturer: \_\_\_\_\_

Day/Date of Pesticide Application: \_\_\_\_\_      Time of Day: \_\_\_\_\_

Length of Time to Stay off/out of Treated Area: \_\_\_\_\_

Name of Licensed Applicator: \_\_\_\_\_

**COMPLETED FORM SHOULD BE SENT TO IPM COORD. PRIOR TO TREATMENT**

-----

# Intent to Apply Pesticides

Date: \_\_\_\_\_

Facility: \_\_\_\_\_

Specific Location in/near Facility: \_\_\_\_\_

\_\_\_\_\_

Type of Pesticide (circle):    Insecticide    Rodenticide    Herbicide

Other: \_\_\_\_\_

Name of Chemical and Manufacturer: \_\_\_\_\_

Day/Date of Pesticide Application: \_\_\_\_\_      Time of Day: \_\_\_\_\_

Length of Time to Stay off/out of Treated Area: \_\_\_\_\_

Name of Licensed Applicator: \_\_\_\_\_

**COMPLETED FORM SHOULD BE SENT TO IPM COORD. PRIOR TO TREATMENT**



**DO NOT ENTER AREA  
NO ENTRE AREA**

**WARNING**

Pesticide Treated Area

**ADVERTENCIA**

Area Tratada Con Pesticida

Location Treated : Room(s)

Name of Pesticide/Nombre del Pesticida: \_\_\_\_\_

Date of Application/ Fecha de la Aplicacion: \_\_\_\_\_

Contact Information /Informacion: \_\_\_\_\_

**KEEP OUT UNTIL DRY  
NO ENTRAR HASTA SECO**

This sign may be removed on/ Este signo  
se puede quitar en: \_\_\_\_\_

**DO NOT ENTER AREA/NO ENTRE AREA**

**CAUTION/ CUIDADO**

**Pesticide Treated Area/Area Tratada Con  
Pesticida**

Name of Pesticide/Nombre del Pesticida: \_\_\_\_\_

Date of Application/ Fecha de la Aplicacion: \_\_\_\_\_

Contact Information/Informacion: \_\_\_\_\_

**KEEP OFF UNTIL DRY/MANTENGA LEJOS  
HASTA SECO**

This sign may be removed on/  
Este signo sepuede quitar en: \_\_\_\_\_



**DO NOT ENTER AREA  
NO ENTRE AREA**

**CAUTION**

Pesticide Treated Area

**CUIDADO**

Area Tratada Con Pesticida

Location Treated : Room(s)

Name of Pesticide/Nombre del Pesticida: \_\_\_\_\_

Date of Application/ Fecha de la Aplicacion: \_\_\_\_\_

Contact Information /Informacion: \_\_\_\_\_

**KEEP OUT UNTIL DRY  
NO ENTRAR HASTA SECO**

This sign may be removed on/ Este signo  
se puede quitar en: \_\_\_\_\_



**DO NOT ENTER AREA/NO ENTRE AREA**  
**WARNING/ ADVERTENCIA**

**Pesticide Treated Area/Area Tratada Con  
Pesticida**

Name of Pesticide/Nombre del Pesticida: \_\_\_\_\_

Date of Application/ Fecha de la Aplicacion: \_\_\_\_\_

Contact Information/Informacion: \_\_\_\_\_

**KEEP OFF UNTIL DRY/MANTENGA LEJOS  
HASTA SECO**

This sign may be removed on/  
Este signo se puede quitar en: \_\_\_\_\_

# **Model Pest Management Policy Statement for Florida Schools and Districts**

## **Policy**

It is the policy of this school district to implement Integrated Pest Management procedures to balance the risk of pests and pesticides by managing structural and landscape pests and minimizing exposure of children, faculty, and staff to pesticides.

## **Pests**

It is the policy of this school district to manage pests in the school environment. Pests such as cockroaches, fleas, fire ants, stinging wasps, termites and rodents are annoying and can disrupt the learning environment in schools. Pests are known to bite, sting, or transmit diseases, and may also cause allergic responses.

## **Pesticides**

It is the policy of this school district to reduce unnecessary exposure to pesticides in the school environment. When pesticides are used to manage pests in schools, there is potential for human exposure. Excessive exposure may result in pesticide poisoning or allergy-like responses in sensitive individuals. Children are more susceptible to pesticides than adults due to their smaller size and rapid growth and development. Their behavior may expose them to more pesticide residues.

## **Integrated Pest Management**

To balance the risk of pests and pesticide use, it is the policy of this school district to employ principles of integrated pest management. Some of the major principles include,

- Communication with the school community about pest problems, pest conducive conditions, and pest management strategies.
- Monitoring and identification pests to verify a pest problem.
- Prevention of pest populations using such methods as sanitation, exclusion, and cultural practices.
- Targeted application of "least hazardous" pesticides only "as needed" and in inaccessible areas to correct verified problems.

## **Success**

The success of IPM in schools is dependent upon:

- Full cooperation of administrators, faculty, maintenance/custodial staff, parents, and students.
- Establishment of a school district-wide IPM coordinator and advisory committee.
- School-based safety committees shall include pest management and pesticide policy as part of their agenda.
- Each school shall designate a staff member to coordinate the IPM program and maintain pest management records.





## What to Know

- ▶ Are teachers, staff, students, and parents educated about IPM?
- ▶ Does your school district have a School IPM policy in place?
- ▶ Does your school district have someone designated as the IPM specialist?
- ▶ Are pesticide applications made only by licensed pest managers?
- ▶ Is a pest reporting system available to school personnel?
- ▶ Are classrooms attractive to pests? Clutter should be minimized and cardboard should not be stored.
- ▶ Are school personnel present during each visit by pest management technicians? Pest management technicians should be well educated about IPM and should provide written service reports following each visit.
- ▶ Are pesticide applications made only when a pest infestation is confirmed? Avoid routine pesticide applications.



## School IPM Resources

<http://schoolipm.ifas.ufl.edu/>

National Source for School IPM  
University of Florida



<http://www.epa.gov/pesticides/ipm/schoolipm/index.html>

School IPM: How-to Manual



Implementation of IPM results in fewer pests, less pesticide use and a long-term financial saving.

— Brevard Public Schools

**UF** UNIVERSITY of FLORIDA  
The Foundation for The Gator Nation



There is a  
**safer**  
alternative to  
traditional  
pest  
management.



<http://schoolipm.ifas.ufl.edu/>



# What is IPM?

INTEGRATED PEST MANAGEMENT (IPM) is a common-sense approach to long-term pest suppression or elimination.

1. IPM depends on **inspection, monitoring** and **identification** to determine if and which pests are present.
2. **Sanitation** is IPM.
3. **Exclusion** is IPM.
4. Pesticides are used in the least hazardous manner and applied only when necessary where pests are known to harbor.
5. IPM is also people management. **Communication** is the key.



- Home
- Florida School IPM

Mission  
Staff and Partners  
National Listserv

- What is IPM?

Information for Parents  
Information for Administrators  
Information for Faculty and Staff  
Information for Pest Managers

- Your IPM Program

Pest Vulnerable Areas  
Notification Forms  
Sample Letters  
Sample Contracts  
Sample Presentations  
Newsletters (Pest Press)  
Reference Books and Manuals  
Certification - IPM Star Information

- Common Pests

- Treatment Strategies

- National School IPM Toolbox

- Regulatory Information

- Links

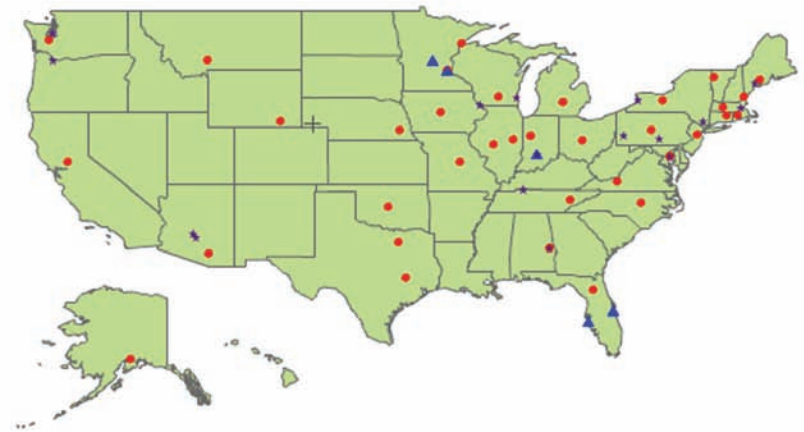
## National School IPM Information Source



### Integrated Pest Management for your school or facility

#### School IPM Programs by State

See links for information about School IPM efforts in your state.



## Why IPM?

Since children spend so much of their day at school, integrated pest management provides an opportunity to create a safer learning environment — to reduce children's exposure to pesticides as well as eliminate pests.

Children are more sensitive than adults to pesticides. Young children can have greater exposure to pesticides from crawling, exploring, or other hand-to-mouth activities.

— US EPA

## How can I become involved?

1. Contact your local school district for information regarding their pest management policy.
2. Contact your local county extension for information about IPM programs in your area.
3. Form a parent group for IPM in your school.
4. Please visit this website for more School IPM information:

<http://schoolipm.ifas.ufl.edu>



Dear Parent or Guardian,

We would like to inform you that an Integrated Pest Management (IPM) approach for controlling insects, rodents, and weeds will be used at \_\_\_\_\_ School.



The IPM approach we will be using focuses on making the school buildings and grounds an unfavorable place for pests to live and breed. Through maintenance and cleaning, we will reduce or eliminate available food and water sources, and hiding places for the pests. We will also routinely monitor the school area to detect pest problems and prevent the pests from becoming established. Some IPM techniques we will employ include monitoring, increased sanitation, sealing entry points, physically removing the pest, and modifying storage practices.

From time to time, it may be necessary to use a pest control product to control a pest problem. Pest control products will only be used when necessary, and will not be routinely applied. When pest control products must be used, the school will try to use the least hazardous products when possible.

Access to treated areas will be secured against unauthorized access for the period specified on the pesticide label. When applicable, notices will be posted at application sites and will remain there until the posted safe re-entry time is met. For your information, we have a list of pesticides and material safety and data sheets (MSDS) that may be used in the school this school year. This list may be obtained by contacting the IPM coordinator at \_\_\_\_\_.

You may request prior notification of specific pesticide applications made at the school. To receive notification, you must be placed on the notification registry. After this date, \_\_\_\_\_, the registrants will be notified at least 72 hours before a pesticide is applied. If a chemical application must be made to control an emergency pest problem, notice will be provided as soon as possible after the application. Exemptions to this notification include cleaners (disinfectants), pesticides formulated as baits or gels, and any EPA exempt pesticide.

If you would like to be placed on this registry, please complete and return the enclosed form. If you have any questions, please contact \_\_\_\_\_, IPM Coordinator. For further information about school IPM, please visit <http://schoolipm.ifas.ufl.edu/> or <http://www.epa.gov/pesticides/ipm/>.  
Sincerely,

**Notification for Specific Pesticide Application**

\_\_\_\_\_ School

I would like to be notified before any specific pesticide application is made at this school. I understand that I will be notified after the application, if the pest problem requires an emergency application. I also understand that there will be no notification for EPA exempt pesticides, cleaners, or bait and gel products. I would prefer to be contacted by (circle one):

U.S. mail

E-mail

Phone

Name of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Return to:

\_\_\_\_\_, IPM Coordinator

\_\_\_\_\_ School

\_\_\_\_\_

\_\_\_\_\_

Dear Parent or Guardian,

As you requested, we are writing to notify you of a specific pesticide application at \_\_\_\_\_ School. If you have any questions, please contact

\_\_\_\_\_, IPM Coordinator, at \_\_\_\_\_.

Sincerely,

Notice of Pesticide Application

\_\_\_\_\_ School

Planned date/time of pesticide application: \_\_\_\_\_

Location of Planned Pesticide Application: \_\_\_\_\_

Pesticide to be Applied: \_\_\_\_\_

Active Ingredient(s): \_\_\_\_\_

Purpose of Application: \_\_\_\_\_

For more information regarding School IPM, please visit <http://schoolipm.ifas.ufl.edu/> or <http://www.epa.gov/pesticides/ipm/>.



Dear Parents:

Head lice have become more and more of a problem over the last few years. The number of children infested with head lice is increasing all across the country. Control of head lice depends on prompt diagnosis and effective treatment. Your help in inspecting your child at least weekly throughout the school year for the presence of head lice would be greatly appreciated.

We suggest the following procedure for inspecting your child for head lice:

1. Under bright light begin looking at the back of the head just above the neck area.
2. Part the hair section by section and look closely for head lice or nits (eggs). Eggs will usually be located near the scalp.
3. Depending on the length and thickness of the hair, it should take between 5 and 15 minutes to properly inspect a child's head.

If you suspect your child is infested with head lice please notify the school nurse. In addition, the entire family should be inspected for head lice as well. For information on how to treat your child's head lice infestation consult your family physician, a local pharmacist, or feel free to contact your child's school nurse for recommendations.

Information on controlling head lice can be found on the National School Integrated Pest Management web Site at <http://schoolipm.ifas.ufl.edu> or from the National Pediculosis Association at [www.headlice.org](http://www.headlice.org).

Sincerely,

School Principal



Dear Parent:

During a screening examination, your child was found to have head lice. Head lice do not carry any disease, and their presence does not indicate unsanitary conditions. Head lice can infest anyone. To prevent further spread of head lice to other students, this condition should be treated immediately. Your child may not be allowed to return to class until the infestation has been properly treated. You may wish to consult your family physician, a local pharmacist, the school nurse, or follow the recommendations below. In addition, you should inspect the entire family for head lice as your child may have spread it to other members. Head lice feed only on humans, and are usually transmitted by head to head contact.

Upon return to school your child will be inspected by the school nurse to determine that the head lice infestation no longer exists. This means that your child must be free of all lice and viable nits (eggs).

#### **Basic Head Louse Control Recommendations**

1. Live lice must be removed or killed.

Mechanically removing head lice can be accomplished using a special, fine-toothed comb which requires no use of pesticides. This method is time consuming but can be made easier after the application of ordinary hair conditioner. Various creams and shampoos which contain pesticides are available over the counter for treatment of head lice. These treatments are not always effective and may cause reactions in some children. There are two or three products available by prescription only, which are known to be quite effective at killing head lice. The prescription products also contain pesticides. Recently several over-the-counter brands of head lice shampoos have become available which claim to be non-toxic and effective at killing lice. No known scientific reports exist as to their efficacy.

2. Eggs (nits) of head lice must be removed from the child's hair.

This step is the most crucial and will require most of your time and effort. There are no known products available over-the-counter which kill head lice eggs.

Eggs must be removed using a fine-toothed comb or tweezers.

3. Your child's bedding, clothes, and towels must be washed in warm soapy water and dried in a dryer on the "high heat" cycle.

This step must be completed on the same day as above steps. Any personal items such as toys or stuffed animals which cannot be laundered must be sealed in a plastic bag for two weeks. Although head lice live only on humans, this step will kill any lice or eggs which may have recently fallen off your child's head.

Vacuuming carpets and furniture may also help.

For more complete information please feel free to contact the school nurse. You may also obtain information from the National School Integrated Pest Management Web Site at <http://schoolipm.ifas.ufl.edu/> or the National Pediculosis Association at <http://www.headlice.org>.

Sincerely,

School Principal