

## ENVIRONMENTAL MANAGEMENT POLICY

Albemarle County Public Schools (“Division”) is committed to protecting human health and the environment. This commitment includes meeting or exceeding federal, state, local and other applicable environmental requirements; instituting pollution prevention initiatives where practicable and feasible; developing and implementing an Environmental Management System (EMS); continually improving the EMS by setting environmental objectives and targets; and developing management programs to ensure the environmental objectives and targets are met.

ACPS is committed to protecting the indoor air quality of its campuses for the safety, health and comfort of students, staff and visitors. Strong scents and fragrances can contribute to poor indoor air quality that can be unhealthy to building occupants. The use of air fresheners can trigger asthma and migraines, and these products may contain chemicals that can cause adverse health effects, especially in children. Due to these concerns plus the reported adverse effects on people with scent sensitivity, the use of fragrance-emitting products (including, but not limited to, plug-in air fresheners, candles, essential oils, scent warmers, wax melters, diffusers, spray air fresheners, etc.) in classrooms, common areas and student restrooms is not allowed in ACPS buildings. ACPS requests that employees working with students or colleagues who are sensitive to fragrances refrain from using perfumes and colognes prior to work or during the workday. In the event that a staff member or student has severe allergies or sensitivities to scents, the individual should give prior notification to an administrator, to the extent that is practicable.

This environmental management policy shall be communicated to all employees of the Division, and shall be made available to the public upon request.

Approved: January 26, 2006  
Amended: April 11, 2019; November 7, 2019  
Reviewed: April 10, 2014

## ENVIRONMENTAL MANAGEMENT

An Environmental Management System (EMS) will be developed and implemented for Albemarle County Public Schools. The main purpose of the EMS is to track and manage all environmental and sustainability aspects of the Division. These areas include, but are not limited to, chemical management, indoor air quality, solid and hazardous waste disposal, asbestos management, drinking water management, water usage, electricity usage, renewable energy, and other sustainability initiatives.

The foundation of the EMS will be the Environmental Management Policy, which will include a commitment to pollution prevention, continuous improvement, as well as a commitment to meet or exceed federal, state and local environmental requirements.

The Division's EMS shall include, but not be limited to, a series of written procedures for:

1. Identifying significant environmental aspects and impacts;
2. Setting and meeting environmental objectives and targets;
3. Roles and responsibilities for individuals responsible for implementing the EMS;
4. EMS awareness training and environmental training;
5. Internal and external communication regarding environmental issues;
6. Environmental recordkeeping;
7. Compliance with federal, state, and local environmental requirements; and
8. Periodic management review of the EMS to include necessary changes.

EMS development will generate numerous standard operating procedures (SOPs), which shall establish detailed procedures for various Division operations and activities, i.e. medical waste handling, recycling, chemical disposal, etc. These SOPs shall be fully implemented by all designated responsible persons in order to ensure the success of the EMS.

The Deputy Director of Building Services, in conjunction with the EMS Steering Committee, is responsible for developing the EMS procedures, and for conducting the employee training necessary for proper implementation of the EMS. The EMS Steering Committee shall consist of the Division Chief Operating Officer, the Director of Building Services, the Deputy Director of Building Services, and the Environmental, Health & Safety Coordinator.

The Superintendent has ultimate authority over the EMS, and shall review, sign and approve all EMS procedures before they are officially issued.

Approved: January 26, 2006  
Amended: April 10, 2014; April 11, 2019