

## **AHERA NOTIFICATION**

This notice is to inform you that Abby Kelley Foster Charter School has contracted for an asbestos inspections and management plan as required by the Asbestos Hazard Emergency Response Act (AHERA). The management plan has been completed and approved by the Commonwealth of Massachusetts. The plan is available for your review in the Director of Facilities' Office. The management plan contains information regarding the locations of asbestos containing materials (ACM) in all school buildings, the condition of the ACM and a plan for dealing with the ACM. Periodic surveillance is required every six months. Abby Kelley Foster Charter School's designated person performs these inspections. Questions/concerns regarding this process should be directed to Allan Ayotte, Abby Kelley Foster Charter School Designated Person. He can be reached via email [aayotte@akfcs.org](mailto:aayotte@akfcs.org) or by calling the school's main number (508) 854-8400.

## **HAZARDOUS COMMUNICATION / RIGHT TO KNOW**

Abby Kelley Foster Charter School's (AKFCS) complies with their responsibilities under both the Federal OSHA Hazard Communication Standard (HCS) and the Commonwealth of Massachusetts' Right to Know Law (RTK). The RTK/HCS regulations require employers to develop a program to inform employees of the potential hazards of products found in the workplace. Abby Kelley Foster Charter School's hazardous communications and "Right to Know" program is managed by the school's Director of Facilities. He can be reached via email [sdonaghy@akfcs.org](mailto:sdonaghy@akfcs.org) or by calling the school's main number (508) 854-8400. Key components of the program include;

- An inventory of all hazardous products is maintained by the school.
- All hazardous products are properly labeled.
- Material Safety Data Sheets (MSDS) are available for all hazardous products used by the school. These documents outline the ingredients of the product, methods to respond to spills/releases and exposures, and emergency contact numbers.
- Employees assigned to work with any hazardous products are trained on the proper handling of those products.

## **OTHER SAFETY INFORMATION**

Abby Kelley Foster Charter School complies with all applicable codes and takes numerous measures to ensure the safety of its students, staff and all other building occupants. The following outlines some of those measures.

- Monthly fire drills are conducted in each school. These drills are monitored quarterly by the Worcester Fire Department. Each building is inspected by the fire department after each monitored drill. All compliance issues are addressed immediately.
- Periodic "lockdown" drills are conducted to test procedures and security devices developed for possible intrusion incidents.
- All buildings and a number of their systems (fire alarms, fire sprinklers, etc) are inspected as required by applicable codes. The records related to all safety inspections are on file in the Director of Facilities' office.

**If you have any safety related issues you may contact;**

- **Your school's principal.**
- **The director of facilities.**
- **The executive director.**