

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:** April 7, 2017

**To:** Principals, Division and Department Heads, Executive Committee Members and Area Superintendents, Child Development Center Administrators, Elementary School Principals, Middle Level School Principals, and Senior High School Principals

**Subject:** DRINKING FOUNTAIN AND FAUCET FLUSHING

**Department and/or Persons Concerned:** Administrators

**Due Date:** 15<sup>TH</sup> of every Month

**Reference:** None

**Action Requested:** Daily flushing of drinking fountains and faucets. By the 15th of each month, the Site Administrator must certify electronically that all applicable fixtures have been flushed and the log (Attachment A) for the previous month has been completed.

To certify online go to: <https://www.sandiegounified.org/PrincipalWaterReport>  
(link will be active on May 1st for April reporting)

**Brief Explanation:**

On Tuesday, April 4<sup>th</sup> the City of San Diego's Public Utilities department began testing district schools and schools operating on district property for possible lead contamination in water.

Testing is being done as a result of a December 20, 2016, permit action by the State Water Resources Control Board (SWRCB) Division of Drinking Water, directing all community water providers, including the City of San Diego, to test for lead in drinking water at K-12 schools if requested by school districts.

Flushing drinking fountains and faucets is a proactive measure to minimize risk of exposure to lead in drinking water until the district's comprehensive testing is completed, expected to be June 2017.

All drinking water fountains and food service faucets must be flushed for a minimum of 1 minute prior to the first use each day. Faucets not used for human consumption must be labeled "Do Not Drink - Hand Wash Only" or "Do Not Drink - Laboratory Use Only" and will not be required to be flushed daily. Labels will be procured centrally and provided to custodial staff to mount near faucets. Because hose bibs are not intended for drinking water, they will not be labeled and are exempt from flushing.

Lead is a naturally occurring element that can be harmful to humans when ingested or inhaled, particularly to children under the age of six. Lead has been historically used in plumbing, paint and other building materials.

While there are many potential sources of lead exposure, such as old deteriorated paint, lead in the air from industrial emissions, lead in the soil from cars using leaded gasoline and consumer products (imported candy, medicines, toys, dishes, etc.), this policy pertains to reducing lead in potable drinking water at SDUSD.

Most lead gets into drinking water from contact with plumbing components such as faucets and valves made of brass or lead-containing solder. The physical and chemical interaction that occurs between the plumbing and water, known as corrosion, directly contributes to the amount of lead that is released into the water. Although plumbing components installed prior to the 1990's contained more lead than new materials, the amount of lead in the drinking water cannot be predicted by the age of building.

Water that remains stationary within plumbing for extended periods of time can absorb or leach lead from the plumbing components it is in contact with. Flushing fixtures have been found to be an effective means of reducing lead levels.

## I. FLUSHING PROCEDURES

All fixtures and fountains that may be used for consumption of water or used for food preparation shall be flushed for a minimum of 1 minute prior to the first use of the day as outlined below. Those responsible for flushing fixtures shall note if the fixture is inoperative, the water is discolored, has an odor, or there are other concerns with water quality after completion of flushing. Any deficiencies shall be reported immediately to the Physical Plant Operations work order desk (858) 627-7250 or <http://pposervices.sandi.net/>.

## II. RESPONSIBILITIES

- A. Site administrators will designate staff member(s) responsible for conducting the flushing exercise and ensure that designated staff comply with this policy and establish schedules that allow for flushing to be completed prior to the first use of the day.
- B. The Site Administrator shall ensure that flushing of fixtures occurs every day prior to first use and the monthly flushing log is completed.
  - a. By the 15th of each month, the Site Administrator must certify electronically that all applicable fixtures have been flushed and the log (Attachment A) for the previous month has been completed.
  - b. To certify online go to: <https://www.sandiegounified.org/PrincipalWaterReport>. (link will be active on May 1st for April reporting)

- c. Completed Monthly Drinking Water Flushing Logs (Attachment A) shall be kept on file at the school for three years for inspection or review. Operations Division will review monthly flushing logs during inspections and notify Area Superintendents of those sites that have not submitted the monthly electronic certification.
- C. Site administrators shall ensure students who bring disposable or reusable water bottles to school shall have access to the bottles during the entire school day.
- D. The Safety department will routinely inspect fixtures and fountains and will review monthly flushing logs during inspections and notify Area Superintendents of those sites that have not submitted the monthly electronic certification.
- E. Physical Plant Operations (PPO) will respond to reports of water system deficiencies and take appropriate action.
- F. Food Services Department will ensure that in all kitchens water used for food preparation (rinsing food items, water used in recipes, water that directly contacts food, etc.) will be flushed in accordance with this procedure. Additionally, for sinks in kitchens flushing will start with the hot water tap and then with the cold water tap. Water for food preparation will only come from the cold water side of the tap. Hot water can continue to be used for hand washing and dishwashing.

If you have questions or concerns regarding this or any other safety related issue please contact the district safety office at (858) 627- 7174.

Thank you for your attention to this student & staff safety issue.

Glenn C. Boogren  
Manager, Safety, Training, Personnel, &  
Environmental Compliance

APPROVED:



W. Drew Rowlands  
Chief Operations Officer

GB:WR:mf

Attachment

Distribution: Lists A, B, C, D, E, and F

