VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

School District:	72 - Campbell River
School Name:	Cortes Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2021-12-08
	Date of next inspection: 2022-01-27
	Date and type of most recent maintenance: December 2021 – investigated no heat issue
RECOMMENDATION: Increase supply of outside air	Yes/No: No
	Detail: Engineering study required to re-design ventilation system. Mitigation measures available as per Ministry of Education and Public Health Guidelines.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: No
	Detail (Including filter grade): Radiant heaters only. MERV-13 filters not possible. Mitigation measures as per Ministry of Education and Public Health Guidelines, including provision of portable HEPA filtration units.
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail: Engineering study required to quantify effectiveness of other technologies that might be feasible for ventilation system Portable HEPA filtration units have been provided.
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Periodic re-commissioning of building automation control systems is best practice and mandatory when hardware/software become obsolete.
Other Relevant Information:	Duct cleaning done on a 4 year cycle. Next scheduled date is 2024. According to Provincial COVID-19 Communicable Disease Guidelines for K-12 Settings, updated August 23,2021: At the time, there is no evidence that a building's ventilation systems, in good operating condition, would contribute to the spread of the virus. Good indoor air

	ventilation alone cannot protect people from exposure to COVID-19, however, it may reduce risk when used in addition to other preventive measures.
District Contact for any Questions:	Name:
	Phone Number:
	Email: maintenance@sd72.bc.ca