



XXXX: INTEGRATED PEST MANAGEMENT (AP)

Approved: 25 05 13

ADMINISTRATIVE PROCEDURES

SCOPE

This procedure applies to all school district employees, contractors, and service providers involved in pest management activities at district facilities, including buildings, grounds, and athletic fields.

DEFINITIONS

Integrated Pest Management (IPM): A pest management strategy that combines various biological, cultural, physical, and chemical control methods in a way that minimizes risks to human health, beneficial organisms, and the environment.

Pest: Any living organism that causes damage to property, health, or the environment, including insects, rodents, weeds, and fungi.

Pesticide: Any substance or mixture of substances intended for preventing, destroying, or controlling pests.

RESPONSIBILITIES

School District Maintenance and Operations Department: Responsible for overseeing and implementing the IPM program, ensuring compliance with the BC *Integrated Pest Management Act*, and maintaining records of pest management activities.

Principals and School Administrators: Responsible for informing staff and students about pest management activities and ensuring that IPM procedures are followed at the school level.

Contractors and Service Providers: Responsible for complying with the district's IPM procedures and any applicable regulations under the BC *Integrated Pest Management Act*.

Health and Safety Officer: Ensures that health and safety guidelines related to pest management are being followed in accordance with district policies and the BC *Integrated Pest Management Act*.



PROCEDURE

Pest Identification and Monitoring

The district will regularly monitor school facilities and grounds for pest activity. This includes visual inspections of common pest hotspots, such as kitchens, storage areas, athletic fields, and utility spaces.

All reported pest sightings will be reported to the Operations Department.

Pest identification will be conducted by qualified personnel to determine the appropriate pest management strategy.

Pest Management Plan

Pest management strategies will prioritize non-chemical control methods (e.g., physical traps, biological control, exclusion techniques).

If chemical control is necessary, only registered pesticides will be used in accordance with the IPM Act and the manufacturer's instructions.

Notification and Communication

The school district will notify parents, guardians, staff, and the local health authority of any pesticide applications that will occur on school grounds, as required by the BC *Integrated Pest Management Act*.

Written notice will be provided at least 48 hours in advance of pesticide application. In the case of emergency pest control (e.g., rodent infestation), the district will inform stakeholders as soon as possible after the treatment is completed.

Notices will include the specific pesticide(s) used, the date and location of application, and contact information for the responsible district personnel.

Pesticide Use Guidelines

Only approved pesticides will be used in pest management activities. Pesticides will be selected and applied in a manner that minimizes risks to people, pets, and the environment.

Pesticide applications will be conducted by licensed applicators who are trained in the safe handling, application, and disposal of pesticides.

Applications will be restricted to non-school hours whenever possible to reduce exposure risks to students and staff.



Record Keeping

The district will maintain detailed records of all pest management activities, including:

- Dates of pest inspections and treatments.
- Pesticides used, application rates, and locations.
- Monitoring results and follow-up activities.
- All records will be kept in compliance with the requirements of the BC *Integrated Pest Management Act* and be available for inspection by relevant authorities.

Environmental Considerations

The district will strive to minimize the environmental impact of pest management activities by selecting eco-friendly pest control methods whenever possible.

Special care will be taken in areas with sensitive environments (e.g., near water sources, playgrounds) to ensure that pest management does not adversely affect wildlife or water quality.

Compliance with the BC *Integrated Pest Management Act*

The district will regularly review the requirements of the BC *Integrated Pest Management Act* to ensure ongoing compliance with any changes in the law.

The district will cooperate with any inspections or audits conducted by local authorities to ensure the pest management program is in compliance with all applicable laws and regulations.

Resources and References

The Province of British Columbia's *Integrated Pest Management Act*
XXX: Integrated Pest Management (P)