

# WINTER INDOOR AIR QUALITY PLAN



Richardson Primary School and Preschool Winter Indoor Air Quality Plan	
<p><b>Background:</b></p>	<p>ACT Health has advised that schools optimise fresh air circulation as one of the controls to reduce the risk of COVID-19 transmission in schools.</p> <p>The risk of COVID-19 transmission is higher in crowded and poorly ventilated spaces where people spend long periods of time together in close proximity. Good ventilation is one part of a suite of controls to minimise transmission in schools, like vaccination, physical distancing, student cohorting, good hygiene, cleaning and mask use.</p> <p>This Plan identifies actions that have been undertaken at your school by the Education Directorate and provides additional measures for the school to undertake to optimise the fresh air ventilation in the school.</p>
<p><b>Health Advice:</b></p>	<p>The Chief Health Officer, the <a href="#">Australian Health Protection Principal Committee</a>, <a href="#">World Health Organisation</a>, <a href="#">OzSAGE</a> and <a href="#">Safe Work Australia</a> all recommend good indoor air quality to reduce the chance of COVID-19 transmission.</p>
<p><b>Advice:</b></p>	<p>The ventilation systems at Richardson Primary School and Preschool have been assessed by the Directorate in accordance with the WHO guidance.</p> <p>Fresh air will be provided through a mix of natural ventilation (opening windows/louvres and doors) and mechanical ventilation via heating ventilation and air-conditioning (HVAC) systems.</p> <p>Increasing the fresh air to classrooms may increase energy costs. Classrooms are also likely to experience lower room temperatures during cooler weather and higher room temperatures during warmer weather.</p> <p><b>Learning and teaching spaces with fresh air ventilation from either natural or mechanical systems meet the COVID-19 Health Advice. The school is to prioritise the use of these spaces for indoor teaching and learning along with outdoor spaces.</b></p>
<p><b>Daily actions to be undertaken by the school:</b></p>	<p>Additional daily measures the school will undertake include:</p> <ul style="list-style-type: none"> <li>• Opening windows/louvres and doors in teaching spaces and other shared spaces of the school to supplement fresh air, balancing thermal comfort and ventilation. Windows above ground level are to be opened only where window restriction is in place to ensure student safety. In line with the National Construction Code, window opening is to be 125mm or less.</li> <li>• Improving air circulation through use of ceiling fans and split system air-conditioning units, only when windows are open.</li> <li>• Ensure bathroom, kitchen and any other exhaust fans are on and operating at full capacity while the school or program is operating and for some time before and after occupancy.</li> </ul>

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<b>Actions undertaken:</b>	<p>The following actions have been undertaken by the Directorate and its service providers to increase fresh air ventilation in the indoor teaching and learning spaces at the school:</p> <ul style="list-style-type: none"><li>• heating, ventilation and air conditioning (HVAC) systems will continue to operate for two hours after the last expected occupancy to purge spaces with fresh air</li><li>• HVAC systems have been programmed to supply additional fresh air via the mechanical ventilation systems</li><li>• portable CO<sub>2</sub> monitors are being provided to the school for naturally ventilated spaces to proactively manage ventilation and thermal comfort through colder weather</li><li>• guidance documentation has been provided to the school to proactively manage naturally ventilated rooms to balance indoor air quality and thermal comfort through colder weather</li><li>• UV-C light units have been retrofitted to the preschool playroom air conditioning systems to neutralise airborne virus particles and support indoor air quality. In these rooms, the systems should be in operation when the room is occupied</li><li>• contractors will continue to maintain HVAC systems</li></ul> <p>Hall</p> <ul style="list-style-type: none"><li>• outdoor air is introduced into the hall only when the systems are operating. If the space is to be occupied outside of scheduled hours, the system is to be turned on via the afterhours operation.</li></ul>
<b>Support or further advice:</b>	<p>For further advice, schools can contact their ICW Network Officer or email <a href="mailto:ACT.Education@act.gov.au">ACT.Education@act.gov.au</a></p>