



Waterloo Co-operative Preschool is committed to providing safe and clean water for the children in its care and will take steps to ensure that by flushing the plumbing. We only use the tap in the main kitchen overlooking the playground for drink and food preparation as this is the only fixture that is sampled and flushed for lead.

## Water Flushing Procedure

Waterloo Co-Operative Preschool is required to flush the water daily. All flushing must be undertaken before the facility opens. This will be accomplished by following the steps below:

- Run the cold water tap in the main upstairs kitchen by the window to the playground for at least 5 minutes and turn on any other tap a child might use for drinking
- Following the 5 minute flush, all taps and drinking water fountains that are likely to be used for human consumption or food preparation must be flushed for at least 10 seconds.
- If a tap or water fountain that is turned on for flushing has an aerator, the aerator must not be removed
- If a filter or other device that treats water is installed on or near the tap and it is practicable to bypass the filter or other device without removing it, the filter or other device must be bypassed during the period that the cold water is turned on.
- The Supervising Teacher shall ensure that a record is made of the date and time of every flushing and the name of the person who performed the flushing.

The [Ontario Safe Drinking Water Act, 2002 \(OSDWA\)](#) requires that all owners of buildings with childcare programs built before 1990 will test lead levels between May 1st and October 31st annually.

The laboratory conducting sample analysis is required to report test results that exceed the drinking water lead standard to the operator of the school, private school or day nursery, the Medical Office of Health, the Ontario Ministry of the Environment Spills Action Centre, and the Ministry of Education Program Advisor.

If a sample indicates elevated lead levels, the Operator of the centre shall undertake corrective action as per the direction of the Medical Officer of Health. The Operator must maintain records on flushing and testing, and have these records available for inspection by any member of the public. The Operator must keep flushing and testing records for a period of six years.

The School Improvement Officer and Supervising Teacher will coordinate efforts to obtain the water test kit, complete the test, and return the water test kit within the appropriate time frame. This will be coordinated in September. Any reports and adverse results will be emailed to the Ministry of Education Program Advisor. If a flushed record exceeds 10ml (or the acceptable levels indicated from the lab), the Ministry of Environment will be contacted.

*Revised: January 2023 by Britney Stewart and BOD.  
Approved By: Britney Stewart (President) on January 2023  
Seconded By: Meg Burns-Dolson (Membership) on January 2023*