



STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: September 15, 2021
To: Chief School Administrators, Charter School and Renaissance School Project Leads, Administrators of Approved Private Schools for the Disabled
Route to: School Business Administrators
From: Jorden Schiff, Assistant Commissioner, Division of Field Services Coordination

Health and Safety Evaluation of School Buildings Checklist and Guidance

The New Jersey Department of Education has released the annual Health and Safety Evaluation of School Buildings Checklist and Guidance.

The Health and Safety Evaluation of School Buildings Checklist and Guidance can be found on the Department's [New Jersey Quality Single Accountability Continuum \(NJQSAC\) website](#).

- The evaluation checklist must be completed by December 30 of every year by appropriate district personnel and kept on file for inspection.
- Annually, by January 30, the superintendent of every school district must submit to the County Office of Education an [assurance](#) that the checklist has been completed for every school building.
- Districts undergoing a full NJQSAC review must submit the Health and Safety Evaluation of School Buildings Facilities Checklist to the County Office of Education no later than November 15, 2021.

Please contact your [County Office of Education](#) or the NJQSAC Office at qsac@doe.nj.gov for further assistance.

c: Members, State Board of Education
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NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
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