

New Jersey Department of Education
Union County Office

Anticipated Facility Requests for 2017-2018 School Year

**ALL DISTRICTS MUST COMPLETE AND RETURN THIS FORM TO THE COUNTY OFFICE
BY JULY 14, 2017**

The purpose of this form is to notify the county office of anticipated changes to facility use for the upcoming school year. Some facility changes require a site visit prior to county office approval.

A district may submit the specific facility request (dual use, change of use, etc.) at a future time.

All applications must be original and include an original extract.

Temporary (check one):

will not have any temporary spaces for the 2017-2018 school year.

I anticipate the need to renew temporary spaces for the 2017-2018 school year.

I anticipate the need to use new temporary spaces for the 2017-2018 school year.

Note: Off-site facilities are considered temporary and require an annual application and inspection.

Dual Use (check one):

I anticipate requesting dual use of instructional space for the 2017-2018 school year.

No dual use of instructional space will be requested for the 2017-2018 school year.

Change of Use (check one):

I anticipate applying for a change of use for the 2017-2018 school year.

I do not anticipate applying for a change of use for the 2017-2018 school year.

Kindergarten Toilet (check one):

I will be requesting approval of alternate method of compliance for the 2017-2018 school year.

All Kindergarten and Pre-K Classrooms being used in 2017-2018 have their own toilet facility.

District

School Business Administrator

Date

New Jersey Department of Education
Union County Office

**Toilet Room Facilities for Early Intervention,
Pre-Kindergarten and Kindergarten Classrooms
2017-2018 School Year**

**** A SEPARATE FORM IS REQUIRED FOR EACH SCHOOL BUILDING ****

District: Township of Union School: Battle Hill Elementary School

Room Number/Name: #5/Kindergarten Classroom

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3. In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

- No child or group of children shall be left unsupervised at any time when traveling to or from the facilities. Provisions shall be made for adult supervision in a manner that will not infringe upon instructional time;
- Toilet facilities shall be readily accessible and the toilet room and signage shall be visible to the child from the classroom door;
- Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

The classroom aide or personal aide will escort the kindergarten students to the Boys' and Girls' bathroom (the Girls' room is located approximately 20 feet from the classroom. The nearest Boys' room is approximately 20 feet from the classroom). The classroom aide will escort the kindergartners to the bathroom on an individualized or small group basis and the personal aide will escort their assigned student. During this extended school year program, the students will be in attendance from 8:30 a.m. – 12:30 p.m. beginning July 3, 2017, and ending July 31, 2018.

Board of Education has approved this alternate method of compliance on _____
Date

****An Original Extract Must Be Attached****

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: _____ Date: _____

School Business Administrator: _____ Date: _____

For County Use Only

Approved: _____

Not Approved: _____

Executive County Superintendent

Date

New Jersey Department of Education
Union County Office

**Toilet Room Facilities for Early Intervention,
Pre-Kindergarten and Kindergarten Classrooms
2017-2018 School Year**

**** A SEPARATE FORM IS REQUIRED FOR EACH SCHOOL BUILDING ****

District: Township of Union School: Livingston Elementary School

Room Number/Name: #115/Kindergarten Classroom

Our school district elects to use the alternate method of compliance in accordance with N.J.A.C. 6A:26-6.3. In lieu of individual toilet rooms in each classroom, toilet rooms may be provided adjacent to or outside the classroom, if the following criteria are satisfactorily addressed:

- No child or group of children shall be left unsupervised at any time when traveling to or from the facilities. Provisions shall be made for adult supervision in a manner that will not infringe upon instructional time;
- Toilet facilities shall be readily accessible and the toilet room and signage shall be visible to the child from the classroom door;
- Toilet facilities shall be provided for both boys and girls and shall meet the requirements of NJAC 6A:26-6.3(h)4ii.

District alternate method of compliance pursuant to N.J.A.C. 6A:26-6.3(h)4iii:

The kindergarten teacher and the classroom assistant (teacher's aide) will escort the children to the Boys' and Girls' bathroom in the morning prior to the kindergarten students' daily snack period and again after the students' lunch period. At all other times, the classroom assistant will escort the kindergartners to the bathroom on an individualized or small group basis. In the event that the teacher's aide is on break or is out of the classroom with another child, the classroom assistant from the adjacent kindergarten classroom will be called upon to assist. If & when necessary, the student may use the bathroom in the adjacent kindergarten classroom.

Board of Education has approved this alternate method of compliance on _____
Date

****An Original Extract Must Be Attached****

I certify that all requirements of N.J.A.C. 6A:26-6.3 and/or 6.4 have been met.

Superintendent of Schools: _____ Date: _____

School Business Administrator: _____ Date: _____

For County Use Only

Approved: _____

Not Approved: _____

Executive County Superintendent

Date