

## **Appendix E**

### Text of Selected Regulations

*Disclaimer:*

The regulations in this appendix were provided to serve as a handy reference for the users of the New Jersey Safe Schools Manual. Only portions of the regulations relevant to career and technical education are included. (Some parts that have been omitted are indicated with “....”)

Neither the New Jersey Department of Education nor the New Jersey Safe Schools Program at the School of Public Health, Rutgers Biomedical and Health Sciences, are responsible for errors or omissions.

Please consult an official copy for the complete regulation.

Ordering instructions for some of the regulations are included in “Appendix A: Resources“ of the New Jersey Safe Schools Manual.

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

Table of Contents

New Jersey Statutes Annotated

Title 18A- Education

Chapter 16 – Board of Education

Section 6 – Indemnity of Officers and Employees Against Action, Proceeding;  
Exceptions ..... 1

Section 6.1 – Indemnity of Officers and Employees Against In Certain Criminal  
Actions,  
Quasi-Criminal Actions ..... 2

New Jersey Administrative Code  
 Title 5 - New Jersey Department of Community Affairs  
 Chapter 23 – Uniform Construction Code  
 Subchapter 3. Subcodes  
 5:23-3.11A - Public school facility plan review and inspections;  
 Uniform Construction Code enhancements in public school  
 facilities ..... 3

New Jersey Administrative Code  
 Title 6A - New Jersey Department of Education  
 Chapter 9 - Professional Licensure and Standards  
 Subchapter 13. Requirements for Educational  
 Services Certification  
 6A:9-13.19 Cooperative education coordinator–hazardous occupations 6  
 6A:9-13.20 Cooperative education coordinator ..... 7  
 6A:9-13.21 County apprenticeship coordinator ..... 8

New Jersey Administrative Code  
 Title 6A – New Jersey Department of Education  
 Chapter 16 - Programs to Support Student  
 Development  
 Subchapter 1. General Provisions  
 6A:16-1.4(a) District policies and procedures ..... 10

Subchapter 2. General Provisions for School Health Services	
6A:16-2.1 Health services policy and procedural requirements.....	11
Subchapter 5. School Safety and Security	
6A:16-5.1 School safety and security plans.....	11

New Jersey Administrative Code

Title 6A - New Jersey Department of Education

Chapter 19 - Vocational-Technical Education

Programs and Standards

Subchapter 1. General Provisions

6A:19-1.1 Purpose and scope.....	13
----------------------------------	----

6A:19-1.2 Definitions .....	14
-----------------------------	----

Subchapter 2. Provision of Career and Technical Education

6A:19-2.1 Administration of Career and Technical Education Programs of Study.....	20
---	----

6A:19-2.2 Delivery of Career and Technical Education Programs and Programs of Study by County Vocational School Districts.....	21
--	----

6A:19-2.3 Access to County Vocational Schools.....	22
--	----

6A:19-2.4 Career and Technical Instruction under Contract.....	23
--	----

Subchapter 3. Development, Approval, and Delivery of Career and Technical Education

6A:19-3.1 Program requirements.....	23
-------------------------------------	----

6A:19-3.2 Program approval and re-approval .....	25
--	----

6A:19-3.3 Programs and services for students with specialized needs. .	25
--	----

6A:19-3.4 Career and education and counseling.....	25
--	----

Subchapter 4. Structured Learning Experiences

6A:19-4.1 Requirements of structured learning experiences.....	25
--	----

6A:19-4.2 Requirements and authority of structured learning experience coordinating personnel.....	26
--	----

Subchapter 5. Career and Technical Education Accountability System

6A:19-5.1 Performance targets and core indicators.....	27
--	----

6A:19-5.2 Program evaluation and reporting.....	28
---	----

Subchapter 6. Safety and Health Standards

6A:19-6.1 Applicability and implementation of safety and health standards for career and technical education.....	28
---	----

6A:19-6.2 Safety and health standards: adoption by reference.....	28
---	----

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

6A:19-6.3 Other applicable environmental, safety, and health rules.....	29
6A:19-6.4 Safety and health plan for career and technical education.....	29
6A:19-6.5 [Incident or Injury/Illness] Reporting requirements .....	31
6A:19-6.6 Securing machines and equipment .....	31
6A:19-6.7 Storage of flammable and combustible materials .....	32
Subchapter 7. Private Career Schools	
6A:19-7.1 Purpose and authority.....	33
6A:19-7.2 Definitions.....	33
6A:19-7.3 Application for instructional program approval and renewal...33	
6A:19-7.4 Application for facilities approval.....	35
6A:19-7.5 Operations.....	35
6A:19-7.6 Monitoring and site visits.....	37

New Jersey Administrative Code

Title 6 - New Jersey Department of Education

Chapter 26 - Educational Facilities

Subchapter 6. Planning and Constructions

Standards for School Facilities

6A:26-6.3 Educational facility planning standards .....	28
---	----

Subchapter 12. Operation and Maintenance of Facilities

6A:26-12.2 Policies and procedures for school facility operation.....	34
---	----

6A:26-12.5 Eye protection in schools .....	35
--	----

New Jersey Administrative Code

Title 6 – New Jersey Department of Health and Senior Services

Chapter 6 - Smoke-Free Air

Subchapter 7. School Building and Grounds

8:6-7.1 Purpose .....	38
-----------------------	----

8:6-7.2 Smoking prohibited in school buildings and on school grounds .....	38
---	----

New Jersey Administrative Code

Title 12 – New Jersey Department of Labor and Workforce Development (NJLWD)

Chapter 100 - Safety and Health Standards for Public Employees

Subchapter 1. General Provisions .....	39
--	----

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

Subchapter 2. Definitions.....	39
Subchapter 3. Administration .....	40
Subchapter 4. General Standards .....	41
Subchapter 5. Construction Standards .....	42
Subchapter 6. Agricultural Standards .....	44
Subchapter 7. Hazard Communication .....	44
Subchapter 13. Indoor Air Quality Standard .....	44

New Jersey Administrative Code

Title 12 – New Jersey Department of Labor and Workforce Development (NJLWD)

Chapter 122 Cutting and Grinding of Masonry .....	51
---	----

New Jersey Administrative Code

Title 12 – New Jersey Department of Labor

Chapter 58 – Child Labor [Abstract Excerpted From Form

MW-129 (R-3-06)].....	55
-----------------------	----

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

New Jersey Statutes Annotated - 18A:16-6 Indemnity of Officers and Employees Against  
Action, Proceeding; Exceptions

Whenever any civil or administrative action or other legal proceeding has been or shall be brought against any person holding any office, position or employment under the jurisdiction of any board of education, including any student teacher or person assigned to other professional pre-teaching field experience, for any act or omission arising out of and in the course of the performance of the duties of such office, position, employment or student teaching or other assignment to professional field experience, the board shall defray all costs of defending such action, including reasonable counsel fees and expenses, together with costs of appeal, if any, and shall save harmless and protect such person from any financial loss resulting therefrom; provided that

- a) no employee shall be entitled to be held harmless or have his defense costs defrayed in a disciplinary proceeding instituted against him by the board or when the employee is appealing an action taken by the board; and
- b) indemnification for exemplary or punitive damages shall not be mandated and shall be governed by the standards and procedures set forth in N.J.S.59:10-4.

Any board of education may arrange for and maintain appropriate insurance to cover all such damages, losses and expenses.

New Jersey Statutes Annotated - 18A:16-6.1  
Indemnity of Officers and Employees in Certain Criminal, Quasi-Criminal Actions

Should any criminal or quasi-criminal action be instituted against any such person for any such act or omission and should such proceeding be dismissed or result in a final disposition in favor of such person, the board of education shall reimburse him for the cost of defending such proceeding, including reasonable counsel fees and expenses of the original hearing or trial and all appeals. No employee shall be entitled to be held harmless or have his defense costs defrayed as a result of a criminal or quasi-criminal complaint filed against the employee by or on behalf of the board of education.

Any board of education may arrange for and maintain appropriate insurance to cover all such damages, losses and expenses.



Title 5. Department of Community Affairs  
Chapter 23. Uniform Construction Code

Subchapter 3. Subcodes

5:23-3.11 A Public school facility plan review and inspections; Uniform  
Construction Code enhancements in public school facilities

(a) Plan review for the following types of projects shall be performed by the Department of Community Affairs. Prior to the release of plans for the following types of projects, the Department of Education shall ensure that the plans meet the standards for educational adequacy set forth in 6A:26:

1. New public school buildings, including the creation of a new public school building through the change of use of an existing building;
2. Additions to existing public school buildings;
3. Alterations changing the total number of instructional spaces, the size of any such spaces or type of any such spaces;
4. Installations of mobile units; or
5. Any site or building change or alteration for the purpose of making the site and school barrier-free pursuant to 5:23-7 and accessible to the handicapped pursuant to section 504 of the Federal Rehabilitation Act of 1973.

(b) In lieu of obtaining construction code plan review and release from the Department of Community Affairs, a school district, upon notice to and approval by the Department, may secure construction code plan review and release from a municipal code enforcing agency, pursuant to P.L. 1990, c.23.

1. The municipal code enforcing agency providing construction code plan approval must agree to perform the review and must be appropriately classified for the proposed project in accordance with this chapter.
  - i. The municipal code enforcing agency in the municipality where the proposed project is to take place shall be given the right of first refusal to review the plans provided that the agency is appropriately classified for the proposed project in accordance with this chapter.
2. The municipal code enforcing agency performing the construction code plan review may require the payment of any municipal plan review fees.
3. No construction permit shall be issued for a public school facility unless and until the final plans and specifications have been released by the Department or an appropriately classified municipal code enforcing agency.

---

**Safe Schools: A Health and Safety Check**

4. The municipal code enforcing agency within the jurisdiction in which the facility is located shall be responsible for construction permit issuance, construction inspection and certificate of occupancy issuance.
5. Amendments to released plans and specifications for reasons other than educational adequacy shall be submitted for review and release to the Department or the municipal code enforcing agency, whichever originally released the plans.
6. Release of the plans by the Department or the municipal code enforcing agency, as the case may be, shall not preclude the enforcing agency doing the inspection from issuing a stop work order in the event of a violation of the code. The enforcing agency doing the inspection shall not, however, issue a stop work order based on its disagreement with the released plans unless the agency that released the plans, be it the Department or another local enforcing agency, agrees that the issuance of such an order is appropriate. In the event that the enforcing agency doing the inspection believes there to be an error in the plans, that enforcing agency shall give prompt notice of the error that is believed to exist to the Department or the municipal agency that reviewed the plans, as the case may be.

(c) The Department or the municipal code enforcing agency providing construction code plan release or inspection shall be responsible for enforcing the following Uniform Construction Code enhancements in public school facilities:

1. An automatic fire detection system shall be installed in all new buildings of Group E (educational), in accordance with National Fire Protection Association standard 72. The system shall utilize:
  - i. Combination fixed-temperature and rate of rise devices in classrooms and other spaces not covered in (c)1ii below;
  - ii. Devices to detect abnormal visible smoke densities or gaseous products of combustion in corridors and exit stairs;
  - iii. An automatic fire suppression system and, in areas where suppression is deleted, automatic detection devices; or
  - iv. A combination of the above three types of detection devices except that a fixed-temperature detector shall be permitted in approved locations, such as in a boiler room or incinerator.
2. Manual fire alarm boxes, in addition to requirements from Section 907.3 of the building subcode, shall be provided in the natural path of escape from fire, near each exterior door from the corridor, kitchen, heater room and other exits that are required to serve 50 or more persons. Additional fire alarm boxes shall be located in the main office, stage, at each stairway entrance from a corridor or place of assembly and near one exterior exit in each section of a place of assembly. It shall

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

not be necessary to traverse more than 200 feet of unobstructed horizontal distance on the same floor in order to reach a fire alarm box.

3. Each instructional space and room of assembly which is illuminated with the use of high intensity discharge (HID) sources, such as mercury vapor, high pressure sodium and metal halide lamps, shall also be provided with a second source of illumination to provide illumination instantly upon activation of the circuit. All high intensity discharge (HID) lamps shall be of the fail-safe type which will permanently extinguish within 15 minutes after the outer glass of the bulb is broken. All lamps shall be provided with a glass or plastic lens to protect the bulb.
4. All school buildings shall be equipped with a mechanical air supply and exhaust ventilation system which will provide, during periods of occupancy, standard tempered outdoor air supply and mechanical exhaust at the minimum rates set forth in the mechanical subcode.

(d) Pursuant to Reorganization Plan No. 114-1996, the Department or the municipal code enforcing agency shall have authority to enforce and cite violations of 6A:26-6.2.

Chapter 9. Professional Licensure and Standards

Subchapter 13. Requirement for Educational Services Certification

6A:9-13.19 Cooperative education coordinator--hazardous occupations

(a) The cooperative education coordinator (CEC)--hazardous occupations endorsement is required for an individual to serve as a coordinator supervising vocational students who are participating in cooperative education experiences in hazardous occupations in accordance with New Jersey Child Labor Laws, N.J.S.A. 34:2-21, and New Jersey Department of Education rules at 6A:8 and 6A:19. This endorsement authorizes the holder to place and supervise vocational students in school-sponsored cooperative education experiences as part of a vocational-technical education program. This endorsement also permits the individual to supervise students participating in any other structured learning experience (SLE) in any career cluster.

(b) To be eligible for the CEC--hazardous occupations endorsement, the candidate shall present:

1. A standard instructional certificate with a vocational-technical endorsement in any field;
2. Two years of successful teaching under a certificate in vocational-technical education, and completion of the following:
  - i. Training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, as required by the Department of Labor and Workforce Development and the U.S. Department of Labor in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56, 12:56 and 12:58 and 29 CFR 570 and 1900;
  - ii. A minimum of 20 hours of training or a Department-approved equivalent program in safety and health and required Department procedures and planning for SLEs pursuant to 6A:19;
  - iii. Two graduate-level college courses or a Department-approved equivalent program in instructional strategies for work-based education and career information/occupational guidance; and
  - iv. One-thousand hours of employment experience in a hazardous occupation, as approved by the chief school administrator, in accordance with New Jersey Child Labor Laws, N.J.S.A. 34:2-21.

(c) Individuals holding a Vocational-Technical Coordinator: Cooperative Industrial Education endorsement as of January 20, 2004 may serve in a position requiring the CEC--hazardous occupations endorsement in any career cluster.

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

(d) An emergency certificate in CEC--hazardous occupations may be issued to a candidate who meets the requirements in (d)1 through 3 below. The candidate shall complete the requirements for the standard certificate in no more than 24 months from the issuance date of the emergency certificate.

1. A standard vocational instructional certificate;
2. Two years of successful vocational-technical education teaching experience; and
3. One-thousand hours of employment experience in a hazardous occupation, as approved by the chief school administrator, in accordance with New Jersey Child Labor Laws, N.J.S.A. 34:2-21.

6A:9-13.20 Cooperative education coordinator

(a) The cooperative education coordinator endorsement is required for an individual to serve in the capacity as a coordinator supervising vocational students who are participating in cooperative education experiences in non-hazardous occupations in accordance with the New Jersey Child Labor Laws, N.J.S.A. 34:2-21, and New Jersey Department of Education rules at 6A:8 and 6A:19. This endorsement also permits the individual to supervise students participating in any other non-hazardous SLE in any career cluster.

(b) To be eligible for the endorsement, the candidate shall present:

1. A standard instructional certificate with a vocational-technical endorsement in any field; and
2. Successful completion of two years of teaching under a certificate in vocational-technical education, and completion of the following:
  - i. Training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, as required by the Department of Labor and Workforce Development and the U.S. Department of Labor in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56, 12:56 and 12:58 and 29 CFR 570 and 1900;
  - ii. A minimum of 20 hours of training or a Department-approved equivalent program in safety and health and required Department procedures and planning for SLEs pursuant to 6A:19; and
  - iii. Two graduate-level college courses or a Department-approved equivalent program in instructional strategies for work-based education and career information/occupational guidance.

(c) Individuals holding a vocational-technical coordinator: cooperative industrial education endorsement or the teacher-coordinator of cooperative vocational-technical education in the occupational areas of agriculture education, distributive education, health

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

occupations, home economics education or business education endorsements may serve in a position requiring the CEC endorsement in any career cluster.

(d) An emergency CEC certificate may be issued to a candidate who meets the requirements in (d)1 and 2 below. The candidate shall complete the requirements for the standard certificate in no more than 24 months from the issuance date of the emergency certificate.

1. A standard vocational instructional certificate; and
2. Two years of successful vocational-technical education teaching experience.

#### 6A:9-13.21 County apprenticeship coordinator

(a) The county apprenticeship coordinator endorsement is required for the position of county apprentice coordinator in any county vocational school district conducting an apprenticeship program. The endorsement authorizes the holder to approve and coordinate apprenticeship training programs in accordance with 6A:8 and 6A:19.

(b) To be eligible for the county apprenticeship coordinator endorsement, the candidate shall present:

1. A standard instructional certificate with a vocational-technical education endorsement;
2. Two years of successful teaching in a vocational-technical education program or one year of successful teaching experience in a vocational-technical education program and completion of a formal apprenticeship;
3. Completion of the following:
  - i. Training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, as required by the Department of Labor and Workforce Development and the U.S. Department of Labor in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56, 12:56 and 12:58 and 29 CFR 570 and 1900; and
  - ii. A minimum of 20 hours of training or a Department-approved equivalent program in safety and health and required Department procedures and planning for SLEs pursuant to 6A:19; and
4. Two graduate level courses or a Department-approved program in the following required areas: one in the administration and supervision of vocational-technical education programs and one in industrial and labor relations.

(c) An emergency county apprenticeship coordinator certificate may be issued to a candidate who meets the requirements in (c)1 and 2 below. The candidate will have 24 months to complete the requirements for the standard certificate.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

1. A standard instructional certificate with a vocational-technical education endorsement; and
2. Two years of teaching experience in a vocational-technical education program, or one year of successful teaching experience and completion of a formal apprenticeship.

Title 6A. Department of Education  
Chapter 16. Programs to Support Student Development

Subchapter 1. General Provisions

6A:16-1.4 School district policies and procedures

(a) Each district board of education shall develop and adopt written policies, procedures, mechanisms or programs governing the following school functions:

1. Care of any student who becomes injured or ill while at school or during participation in school sponsored activities;
2. Transportation and supervision of any student determined to be in need of immediate medical care;
3. ....;
4. ....;
5. ....;
6. ....;
7. ....;
8. ....;
9. ....;
10. ....;
11. ....;
12. School safety plans as required by 6A:16-5.1;
13. ....;
14. ....;
15. ....;
16. Development and implementation of a code of student conduct pursuant to 6A:16-7.1;
17. ....;
18. ....;
19. ....;
20. ....; and
21. ....

(b) Each district board of education shall develop and adopt policies and procedures that fulfill the rules and regulations of the New Jersey Department of Health and Senior Services, New Jersey Department of Human Services, New Jersey Department of Agriculture, and local boards of health which include the following requirements:

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education



1. ....;
2. ....;
3. Procedures for sanitation and hygiene when handling blood and bodily fluids pursuant to 8:61-2, Participation and Attendance at School by Individuals with HIV Infection, and conforming to Centers for Disease Control and Prevention guidelines that schools implement universal precautions;
4. ....; and
5. ....

## Subchapter 2. General Provisions for School Health Services

### 6A:16-2.1 Health services policy and procedural requirements

(e)7 Procedures for sanitation and hygiene when handling blood and bodily fluids pursuant to 8:61-1.1(f) and in compliance with the Centers for Disease Control and Prevention guidelines which advise that schools implement Universal Precautions titled Universal Precaution for Prevention of Transmission of HIV and Other Bloodborne Infections (1987, updated 1996), incorporated herein by reference, as amended and supplemented, which is available from the Centers for Disease Control and Prevention, Division of Healthcare Quality Promotion, 1600 Clifton Road, Atlanta GA 3033.

## Subchapter 5. School Safety and Security

### 6A:16-5.1 School safety and security plans

(a) Each school district shall develop and implement comprehensive plans, procedures and mechanisms that provide for safety and security in the public elementary and secondary schools of the school district. The plans and procedures, which shall be in written form, and the mechanisms, at a minimum, shall provide for:

1. The protection of the health, safety, security and welfare of the school population;
2. The prevention of, intervention in, response to and recovery from emergency and crisis situations;
3. The establishment and maintenance of a climate of civility; and
4. Supportive services for staff, students and their families.

(b) The chief school administrator shall consult with law enforcement agencies, health and social services provider agencies, emergency management planners and school and

---

## **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

other community resources, as appropriate, in the development of the school district's plans, procedures and mechanisms for school safety and security.

1. The plans, procedures and mechanisms shall be consistent with the provisions of this section and the format and content established by the Domestic Security Preparedness Task Force, pursuant to N.J.S.A. App. A:9-64 et seq., and the Commissioner of Education.
2. The plans, procedures and mechanisms shall be reviewed annually and updated, as appropriate.

(c) The district board of education shall disseminate a copy of the school safety and security plan to all district board of education employees.

1. New district board of education employees shall receive a copy of the school safety and security plan, as appropriate, within 60 days of the effective date of their employment.
2. All district board of education employees shall be briefed in writing, as appropriate, regarding updates and changes to the school safety and security plan.

(d) The district board of education shall develop and provide an in-service training program for all district board of education employees to enable them to recognize and appropriately respond to safety and security concerns, including emergencies and crises, consistent with the district board of education's plans, procedures and mechanisms for school safety and security and the provisions of this section.

1. New district board of education employees shall receive the in-service training, as appropriate, within 60 days of the effective date of their employment.
2. The in-service training program for all district board of education employees shall be reviewed annually and updated, as appropriate.

Title 6A. Department of Education  
Chapter 19. Career and Technical Education  
Programs and Standards

Subchapter 1. General Provisions

6A:19-1.1 Purpose and scope

- (a) The rules in this chapter delineate the State system of career and technical education, which has as its purpose to:
1. Support developmental career education designed to provide students opportunities to enhance career awareness, exploration, preparation, and decision-making skills necessary for success in the workplace;
  2. Provide secondary and postsecondary students with career and technical education programs and programs of study in Department-recognized Career Clusters that, in fulfillment of the New Jersey Core Curriculum Content Standards, shall:
    - i. Include implementation of curriculum and instructional methods that incorporate academic and technical standards;
    - ii. Include structured learning experiences as defined at N.J.A.C. 6A:19-1.2, Definitions;
    - iii. Address industry standards, where available;
    - iv. Provide a variety of learning experiences to best serve the multiple learning styles of students;
    - v. Provide for multiple pathways to prepare students for careers and gainful employment, and/or continuing education, such as college, postsecondary career and technical education, specialized certification and/or registered apprenticeships;
    - vi. Encourage life-long learning and productive citizenship;
  3. Support a comprehensive K-12 career education and counseling system; and
  4. Support the workforce development system by helping to ensure quality postsecondary educational opportunities for adult students.
- (b) This chapter establishes the general provisions governing career and technical education, and specifies the standards and procedures regarding career and technical education in the areas of:
1. Provision of career and technical education;
  2. Development, approval and delivery of career and technical education programs and programs of study;
  3. Provision of structured learning experiences;

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

4. Implementation of the career and technical education accountability system;
5. Development and implementation of safety and health standards; and
6. Contracting of services of career and technical training providers.

#### 6A:19-1.2 Definitions

The following words and terms shall have the following meanings when used in this chapter unless the context clearly indicates otherwise. Specialized terms unique to a specific subchapter are defined within that subchapter. “Career and technical education” is used synonymously throughout this chapter with “vocational-technical education” in places where “vocational-technical education” must be retained due to its basis in State statute.

“Admissions policy” means the process established by a county vocational school district for admittance of students into a career and technical education program or program of study.

“Apprenticeship training” means a paid structured learning experience in which students enrolled in an approved program are placed into an employer-sponsored training program to learn a skilled trade or technical occupation that is clearly identified and commonly recognized throughout an industry, and that is customarily learned in a practical way through a structured, systematic program of on-the-job supervised training. Apprenticeship training involves manual, mechanical, or technical skills and knowledge, and requires related theoretical instruction to supplement the on-the-job training. Apprentice training programs are registered with the New Jersey Department of Labor and Workforce Development and the U.S. Department of Labor, Bureau of Apprenticeship and Training, in compliance with 29 CFR §§ 29.29 and 29.30.

“Approved program” means career and technical education programs and programs of study that are developed and implemented in accordance with N.J.A.C. 6A:19-3.1, Program requirements, and 3.2, Program approval, and N.J.S.A. 18A:54-24, Approval of courses of study.

“Career and technical education” means organized educational activities that: offer a sequence of courses that provide individuals with the coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in current or emerging professions; provides technical skill proficiency, an industry-recognized credential, a certificate, or an associate degree; may include prerequisite courses (other than a remedial course) that meet the

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

requirements of this definition; and include competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of an industry.

“Career and technical education student” means a student who enrolls in an approved career and technical education program or program of study.

“Career and technical student organization” means an organization that engages students in career and technical education activities as an integral part of the instructional program. Such organizations must have State and national units that establish and coordinate the work and purposes of instruction in career and technical education at the local level.

“Career Clusters” means the 16 distinct groupings of occupations and industries based on the required knowledge and skills that are recognized by the U.S. Department of Education and by the N.J. Department of Education.

"Classification of Instructional Programs (CIP)" means the taxonomic scheme that supports the accurate tracking, assessment and reporting of fields of study and program completion activity. CIP was originally developed by the U.S. Department of Education's National Center for Education Statistics (NCES) in 1980, with revisions occurring in 1985 and 1990.

“Cooperative education experience” means a paid structured learning experience, which is a method of education for individuals who, through written cooperative arrangements between a school and employers, receive instruction, including required rigorous and challenging academic courses and related career and technical education instruction, by alternation of study in school with a job in any occupational field, that:

1. Shall be planned and supervised by the school and employer so each contributes to the education and employability of the individual; and
2. May include an arrangement in which work periods and school attendance may be on alternate half days, full days, weeks, or other periods of time in fulfilling the cooperative program.

“County vocational school district” means a school district established by a county board of chosen freeholders, pursuant to N.J.S.A. 18A:54-12, for the purpose of providing efficient occupational, technical and academic education opportunities to secondary and postsecondary students.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

“Course” means an organization of subject matter and related learning experiences designed to meet a career and technical education objective provided for the instruction of students as part of an approved career and technical education program or program of study.

“Displaced homemaker” means an individual who:

1. Has worked primarily without remuneration to care for a home and family, and for that reason has diminished marketable skills; and
2. Is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment; and
  - i. Is a parent whose youngest dependent child will become ineligible to receive assistance under part A of Title IV of the Social Security Act (42 U.S.C. §§ 601 et seq.) not later than two years after the date on which the parent applies for assistance under this title; or
  - ii. Has been dependent on the income of another family member but is no longer supported by that income.

“Economically disadvantaged student” means a student who is a member of a household that meets the Federal income poverty eligibility guidelines for free and reduced price meals or free milk established under the Richard B. Russell National School Lunch Act, 42 U.S.C. §§ 1758(b)(1) and 1766(c)(4) and the Child Nutrition Act of 1966 42 U.S.C. §§ 1772(a)(6) and 1773(e)(1)(A), incorporated herein by reference, as amended and supplemented. The U.S. Department of Agriculture annually issues the Income Eligibility Guidelines for free and reduced price meals for the National School Lunch Program (7 CFR Part 210).

“Employer/agency agreement” means a written, signed agreement between a school district and an employer or agency in which the terms and conditions of a structured learning experience are detailed, as well as the responsibilities of the participating parties, including the school district, the host employer or agency, the student, and the parent or guardian.

“Hazard analysis” means a method of reviewing career and technical education program tools, equipment, materials, procedures, and processes to identify potential causes of injury or illness.

“Hazardous occupation” means occupations regulated by State and Federal child-labor and wage-and-hour laws, regulations, and hazardous orders as prohibited for minors with limited exemptions permitted for students who are enrolled in an approved career and

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

technical education program or program of study and who are participating in a cooperative education experience or apprenticeship training.

“Hazardous structured learning experiences” means work-based activities regulated by State and Federal child-labor and wage-and hour-laws, regulations, and hazardous orders as prohibited for minors with limited exemptions permitted for students who are enrolled in an approved career and technical education program or program of study and who are participating in a cooperative education experience or apprenticeship training.

“Hazardous substance” means any substance or substance contained in a mixture included on the workplace hazardous substance list developed by the Department of Health and Senior Services, pursuant to N.J.S.A. 34:5A-5, introduced by an employer to be used, studied, produced, or otherwise handled at a facility.

“Incident reporting form” means the electronic form provided by the Department for school districts to identify reportable incidents for submission to the Department.

"Individual with limited English proficiency" means a secondary school student, an adult, or an out-of-school youth who has limited ability in speaking, reading, writing or understanding the English language, and:

1. Whose native language is a language other than English; or
2. Who lives in a family or community environment in which a language other than English is the dominant language.

“Internship” means paid or unpaid structured learning experiences in non-hazardous occupations that are designed for career exploration and include supervised practical training.

“Job shadowing” means unpaid structured learning experiences in which students determine by observation, interview, and study the pertinent information related to an occupation or career.

“National and community service project” means unpaid structured learning experiences in nonhazardous settings in which students participate in any project, program, or undertaking designed to provide, or assist in providing, activities or services to promote conservation, restoration, or preservation of natural resources, open space of the environment, or public health, education and welfare among the general population or segments of the population having identifiable needs or deficiencies.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

"Nontraditional fields" means occupations or fields of work in which individuals from one gender comprise less than 25 percent of the individuals employed in each such occupation or field of work.

"Perkins Act" means the Carl D. Perkins Career and Technical Education Improvement Act of 2006, 20 U.S.C. §§ 2301 et seq., which has as its purpose to more fully develop the academic and career and technical skills of secondary and postsecondary education students who elect to enroll in career and technical education programs and programs of study.

"Postsecondary educational institution" means an institution legally authorized to provide postsecondary education within the State, including county colleges, county vocational school districts and private career schools.

"Program of study" means career and technical content areas that: incorporate secondary and postsecondary education elements; include coherent and rigorous content aligned with challenging academic standards and relevant career and technical content in a coordinated, nonduplicative progression of courses that align secondary and postsecondary education to adequately prepare students to succeed in postsecondary education; may include the opportunity for secondary students to participate in dual- or concurrent-enrollment programs or acquire postsecondary credit in other ways; and lead to an industry-recognized credential at the postsecondary level, or an associate or baccalaureate degree.

"Reportable incident" means any injury or illness incurred by a student or teacher resulting from participation in a career and technical education program or program of study, occurring either on school premises or off-premises at an approved structured learning experience training site, including travel to or from the off-premises site, or any other individual who incurred an injury or illness in a career and technical education classroom, and that requires treatment by a licensed medical doctor.

"Rigorous activities" means student activities with identifiable educational goals that support the Core Curriculum Content Standards.

"School-based enterprises" means structured learning experiences in nonhazardous settings that are part of enterprises that involve the production of goods and services by students for sale to or use by others.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education



“Service learning” means unpaid structured learning experiences in nonhazardous settings taking place in the community that are designed to foster students’ community service and civic responsibility.

"Special populations" means:

1. Individuals with disabilities;
2. Individuals from economically disadvantaged families, including foster children;
3. Individuals preparing for nontraditional fields;
4. Single parents, including single pregnant women;
5. Displaced homemakers; and
6. Individuals with limited English proficiency.

“State Board of Education” or “State Board” means the New Jersey State Board of Vocational Education. Under P.L. 109–270 and designated by N.J.S.A. 18A:59-5, the State Board of Vocational Education is established as the agent for the State in securing for the State the benefits of Federal career and technical education appropriations.

"State Employment and Training Commission" means the State commission established under P.L.1989, c.295, to develop and assist in the implementation of a State employment and training policy with the goal of creating, in concert with the efforts of the private sector, a coherent, integrated system of employment and training programs and services that will provide each citizen of the State with equal access to the learning opportunities needed to attain and maintain high levels of productivity and earning power.

"State Plan" means the State Plan for Career and Technical Education that: describes the career and technical education programs, programs of study, and activities to be carried out by the State as authorized by the State Board; is accepted by the U. S. Department of Education; and is required under P.L. 109-270.

“Structured learning experience (SLE)” means experiential, supervised, in-depth learning experiences aligned to the Core Curriculum Content Standards that are designed to offer students the opportunity to more fully explore career interests within one or more of the Career Clusters. SLEs are designed as rigorous activities that are integrated into the curriculum and that provide students with opportunities to demonstrate and apply a high level of academic, and/or technical skills, and develop personal, academic and career goals.

“Student training plan” means a written plan describing the student learning objectives,

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

activities, and assessments as part of a structured learning experience.

"Student with a disability" means a student who is eligible for special education and related services pursuant to N.J.A.C. 6A:14.

“Supervised agriculture experience” means activities for students who are enrolled in approved agriculture, food, and natural resources programs that are designed to promote career exploration; research, experimentation, and analysis; and business ownership and entrepreneurship; and placements into paid and unpaid external, work-based, supervised structured learning experiences in agriculture-related businesses.

“Technical skills assessment” means a written and/or performance assessment that may result in licensure, an industry certification, or a credential related to a specific career.

“Volunteer experience” means an unpaid structured learning experience where individuals donate their services to nonprofit or public-sector employers for civic, religious, or humanitarian objectives.

“Work Experience Career Exploration Program (WECEP)” means a school-supervised or -administered work experience program designed to permit students between the ages of 14 and 16 to explore career possibilities while they earn credit for both in-school related instruction and on-the-job experience. The program allows for the employment of minors, whom authoritative school district personnel identify as being able to benefit from the program, in otherwise prohibited circumstances for up to 23 hours per week when school is in session and for no more than three hours in any one day. WECEP programs must follow Department guidelines as approved by the U.S. Department of Labor, Employment and Training Administration, Wage and Hour Division.

Subchapter 2. Provision of Career and Technical Education

6A:19-2.1 Administration of career and technical education programs and programs of study

- (a) Career and technical education programs shall be conducted within the framework of the State Plan and delivered through a coordinated system that includes State, county and local programs.
- (b) Career and technical education shall be provided by district boards of education (including county vocational boards of education), charter schools, State agencies, or schools for the disabled, or under contract with approved private career schools, pursuant to N.J.A.C. 6A:19-2.4.
- (c) A district board of education shall not apply the term “career and technical” or “vocational-technical” to any of its schools, programs or programs of study unless those schools, programs or programs of study are approved by the Department and meet the general requirements included in the approved State Plan for Career and Technical Education.
- (d) A district board of education seeking to receive State and/or Federal funds for activities in any career and technical education program or program of study included in N.J.S.A. 18A:54-1 et seq. shall meet the program requirements established pursuant to N.J.A.C. 6A:19-3.1.
- (e) A district board of education may establish career and technical education programs and programs of study approved pursuant to N.J.A.C. 6A:19-3.1 as part of a separate career and technical high school or as part of a comprehensive high school curriculum.
- (f) A district board of education shall file with the Commissioner annual financial and statistical reports on activities in a career and technical education program or program of study to be eligible to receive State or Federal aid.
- (g) A district board of education operating a career and technical education program or program of study shall account for and credit to the career and technical education account of the school district all proceeds from the sale or resale of any articles, materials or services produced in the various classes and shops maintained under the career and technical education program or program of study.
- (h) A district board of education, charter school, State agency, or private school for students with disabilities operating a career and technical education program or program of study shall maintain evaluation procedures designed to ensure that an applicant student’s health-related condition does not present an impairment to the student’s safety or the safety of other students or teachers in the program.
- (i) A district board of education operating a career and technical education program or

---

**Safe Schools: A Health and Safety Check**

program of study shall comply with all requirements pursuant to N.J.A.C. 6A:19-6, Safety and Health Standards, in the administration and operation of the programs.

6A:19-2.2 Delivery of career and technical education programs and programs of study by county vocational school districts

- (a) County vocational school district career and technical education programs and programs of study shall provide a broad range of relevant programs for students.
- (b) The county system for career and technical education shall include secondary and postsecondary programs identified by the county board of vocational education as needed.
- (c) Approval of county vocational school district programs shall be based upon satisfaction of the requirements under N.J.A.C. 6A:19-3.1.

6A:19-2.3 Access to county vocational schools

- (a) Each resident district board of education shall ensure that resident students may apply to and, if accepted, attend a county vocational school pursuant to N.J.S.A. 18A:54-20.1. The existence of the same career and technical education program at the resident district board of education shall not negate a student's right to apply to and, if accepted, attend a county vocational school, subject to the following limitations:
  - 1. The resident district board of education shall be responsible for the tuition and transportation costs of any resident student admitted to the county vocational school in which the school district is located, unless the resident district board of education maintains a vocational school pursuant to N.J.S.A. 18A:54-5 et seq., and such school offers the same program as the county vocational school where the student has been admitted. A program shall be deemed the same, for purposes of this section, if it is approved by the Department in accordance with N.J.A.C. 6A:19-3.1 and 3.2, is assigned the same Classification of Instructional Programs (CIP) code, and meets or exceeds all applicable program performance standards; and
  - 2. The resident district board of education shall be responsible for the tuition, transportation costs, and nonresident fee (where applicable) of any resident student admitted to a county vocational school outside the county in which the resident school district is located, unless the district board of education

---

**Safe Schools: A Health and Safety Check**

maintains a vocational school pursuant to N.J.S.A. 18A:54-5 et seq., or the county in which the resident school district is located maintains a county vocational school, and either of these schools offers the same program as the non-resident county vocational school where the student has been admitted. A program shall be deemed the same, for purposes of this section, if it is approved by the Department in accordance with N.J.A.C. 6A:19-3.1 and 3.2, is assigned the same Classification of Instructional Programs (CIP) code, and meets or exceeds all applicable program performance standards.

- (b) A county vocational school district shall admit resident students based on board-approved policies and procedures that ensure equity and access for enrollment that shall be posted on the school district's website. A county vocational school district shall similarly admit non-resident students to the extent that space is available, pursuant to N.J.S.A. 18A: 54-20.1.b.
- (c) County vocational school districts receiving students from a district board of education shall enter into written contractual agreements for estimated tuition rates not to exceed the limitations imposed by N.J.S.A. 18A:54-23.4.
- (d) A district board of education shall provide a county vocational school district and its designated representative(s) with reasonable opportunity, during school hours, to present information about the county vocational school district's programs to all students, grades K-12, in the schools of the district board. No district board of education may in any manner inhibit student access to such information.

#### 6A:19-2.4 Career and technical instruction under contract

- (a) A district board of education may contract with a private career school for a program or portion of a program on an individual or group basis. Such contract shall be entered into upon a determination by the district board of education of satisfactory assurance that:
  - 1. The contract is in accordance with State or local law;
  - 2. The instruction being sought is not offered at a comparable cost by a district board of education within reasonable proximity of the district board of education seeking the career and technical education;
  - 3. The instruction to be provided under contract will be conducted as a part of a Department-approved career and technical education program and will constitute a reasonable and prudent use of available funds;
  - 4. The private career school holds a current certificate of approval, as defined in N.J.A.C. 6A:19-7.2, jointly issued by the Department of Education and the

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

Department of Labor and Workforce Development to enroll students in the subject to be taught, and such approval must have been held by the private career school for at least two consecutive years immediately preceding the contract's execution; and

5. The private career school has conducted criminal history record checks pursuant to N.J.S.A. 18A:6-7.1.

### Subchapter 3. Development, Approval, and Delivery of Career and Technical Education

#### 6A:19-3.1 Program requirements

- (a) A district board of education intending to offer a career and technical education program or program of study shall meet the following requirements:
  1. Document a need for the program in a high-skill, high-wage, or high-demand current or emerging occupation;
  2. Establish a career and technical education program advisory committee that includes parents, students, career and technical education teachers licensed in the program area, school counseling staff, representatives of business and industry with content expertise in the program area, labor organizations, school district representatives of special populations, postsecondary institutions, and other interested individuals representing the appropriate programs;
  3. Establish admission requirements that include equity and access for all populations, including special populations and special education students;
  4. Hire instructional staff holding the appropriate certificates;
  5. Develop enrollment projections of the program for the first three years of the program's operation;
  6. Develop a program curriculum, which shall include:
    - i. A coherent sequence of courses of not fewer than three identifiable courses;
    - ii. Classroom instruction combined and coordinated with field, shop, or laboratory experiences, structured learning experiences, or other experiences which are appropriate to the competencies of the career clusters;
    - iii. Academic content that is aligned to the New Jersey Core Curriculum Content Standards and the Common Core State Standards for secondary programs;

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

- iv. Content that meets industry-approved or nationally-recognized skill standards;
  - v. Industry-recognized credentials and skill certificates, when available;
  - vi. A valid third-party technical skills assessment, when available;
  - vii. Opportunities to participate in structured learning experiences implemented in accordance with N.J.A.C. 6A:19-4;
  - viii. Opportunities to participate in career and technical student organizations; and
  - ix. A career and technical education safety and health program and plan if the program is in a hazardous occupation;
- 7. Provide adequate resources required to operate the program, including sufficient and appropriate instructional and support staff, facilities, and equipment;
  - 8. Establish relevant postsecondary education and training linkages; and
  - 9. Establish procedures for the evaluation of student and program performance and methods to improve programs based upon evaluation results.

#### 6A:19-3.2 Program approval and re-approval

A district board of education that seeks to operate or continue operating a career and technical education program or program of study and that seeks to place or supervise students in apprenticeship training or cooperative education experiences, and/or apply for or receive Carl D. Perkins funds or its successor to support the program or programs shall meet all of the requirements under N.J.A.C. 6A:19-3.1, and shall apply to the Department for initial program approval and re-approval every five years.

#### 6A:19-3.3 Programs and services for students with specialized needs

Career and technical education programs, programs of study, and services for special education students and students who are members of special populations shall be provided in accordance with N.J.A.C. 6A:14, Special Education, 6A:15, Bilingual Education, and 6A:17, Education for Homeless Children and Students in State Facilities, and other relevant State and Federal laws and regulations.

#### 6A:19-3.4 Career education and counseling

A district board of education, in fulfillment of the Core Curriculum Content Standards, shall develop and implement a comprehensive guidance and academic counseling program

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

for all students to facilitate career awareness, exploration, and preparation, in accordance with N.J.A.C. 6A:8-3.2. The program shall be designed to: assist students in making and implementing informed educational and career choices, including opportunities to change career focus; and support students' academic attainment, career development, and personal/social development.

#### Subchapter 4: Structured Learning Experiences

##### 6A:19-4.1 Requirements of structured learning experiences

- (a) Each district board of education shall offer all high school students opportunities to explore career interests through participation in structured learning experiences linked to the Core Curriculum Content Standards.
- (b) Students participating in structured learning experiences shall be a minimum of 16 years of age, pursuant to N.J.A.C. 12:58-1, Child labor, and N.J.A.C. 12:56-18, Wage and Hour, with the following exceptions:
  - 1. Students of any age shall be permitted to participate in job-shadowing structured learning experiences, which do not include hands-on activities; and
  - 2. Students who are a minimum of 14 years of age shall be permitted to participate in a Work Experience Career Exploration Program (WECEP) pursuant to 29 CFR Part 570.35a.
- (c) District boards of education shall maintain appropriate records for the structured learning experience, and may destroy such records once the student reaches the age of 21, pursuant to N.J.S.A. 34:2-21.12, Child labor.
- (d) Transportation of the student to and from the structured learning experience site shall be the responsibility of the student, unless otherwise required pursuant to N.J.A.C. 6A:14.
- (e) District boards of education shall develop structured learning experiences in compliance with all Federal and State statutes, regulations, and hazardous orders. All Federal and State statutes, regulations, and hazardous orders can be found in the New Jersey Structured Learning Experience Manual.

##### 6A:19-4.2 Requirements and authority of structured learning experience coordinating personnel

- (a) Each district board of education shall ensure that students enrolled in approved programs and participating in cooperative education experiences or apprenticeship

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education



training are supervised by school personnel who meet the requirements at N.J.A.C. 6A:9-13.19, Cooperative education coordinator--hazardous occupations, or 13.20, Cooperative education coordinator, as appropriate.

- (b) Each district board of education shall ensure that structured learning experiences other than apprenticeship training and cooperative education experiences shall be coordinated by school personnel who are assigned by the chief school administrator of the employing district board of education and who meet the following requirements:
1. Holds a standard instructional certificate;
  2. Presents evidence of one year of full-time, successful classroom teaching experience;
  3. Completes training in child-labor, wage-and-hour, and wage-payment laws and regulations, as required by the Department of Labor and Workforce Development and the U.S. Department of Labor in accordance with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56, N.J.A.C. 12:56 and 12:58, and 29 CFR 570 and 1900. Courses that fulfill these training requirements are identified in the New Jersey Structured Learning Experience Manual; and
  4. Completes a minimum of 20 hours of training or a Department-approved equivalent program in safety and health, and training on the required Department procedures and planning for SLEs. Courses that fulfill these training requirements are identified in the New Jersey Structured Learning Experience Manual.
- (c) The assigned staff member shall have full responsibility for the student's structured learning experience to ensure that the placement is appropriate to the student's skills, abilities and career goals pursuant to N.J.A.C 6A:8-5.1(a)2. The site assignment shall constitute a training and learning situation, be free of student exploitation, and shall comply with applicable safety and health standards and Federal and State child- labor laws, regulations and hazardous orders.

### Subchapter 6. Safety and Health Standards

6A:19-6.1 Applicability and implementation of safety and health standards for career and technical education

All safety and health standards contained in this subchapter apply to career and technical education programs, programs of study and structured learning experiences.

6A:19-6.2 Safety and health standards: adoption by reference

---

## **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

- (a) The standards contained in N.J.A.C. 12:100, Safety and Health Standards for Public Employees, are adopted as safety and health standards for career and technical education students, programs, and programs of study.
- (b) The standards are available for review at the New Jersey Department of Labor and Workforce Development, Office of Public Employees' Occupational Safety and Health, PO Box 386, Trenton, NJ 08625-0386.

#### 6A:19-6.3 Other applicable environmental, safety, and health rules

All district boards of education and other institutions and agencies operating career and technical education programs, programs of study, and structured learning experiences, shall comply with all applicable environmental, safety, and health laws, including child labor laws, where applicable, not referenced in this subchapter that have been adopted by the New Jersey Department of Education, the New Jersey Department of Community Affairs, the New Jersey Department of Labor and Workforce Development, the New Jersey Department of Environmental Protection, the New Jersey Department of Health and Senior Services, the United States Environmental Protection Agency, and the United States Department of Labor.

#### 6A:19-6.4 Safety and health plan for career and technical education

- (a) All district boards of education and other institutions and agencies operating a career and technical education program, program of study, cooperative education experience, and/or apprenticeship training in a hazardous occupation shall organize, adopt, and implement a written Career and Technical Education Safety Health Plan describing the safety and health program being used to protect students and staff from safety and health risks in the career and technical education classroom or at a school-sponsored cooperative education experience or apprenticeship training worksite. The Career and Technical Education Safety Health Plan shall be aligned to the self-inspection checklists contained in the New Jersey Safe Schools Manual for career and technical education. The self-inspection checklists were developed by the Environmental and Occupational Health Sciences Institute for this purpose, and are based upon statutes, regulations, and hazardous orders impacting career and technical education, cooperative education experiences, and apprenticeship training promulgated by the State Department Labor and Workforce Development, among others, and Federal agencies such as the Department of Labor and the Occupational Safety and Health Administration, among others. The self-inspection checklists may

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

be downloaded from the Department’s website. A copy of the Career and Technical Education Safety and Health Plan, indicating the district board of education, the agency, or institution's adoption and approval, shall be retained on file by the agency or institution and made available, upon request, to the Department.

- (b) As changes are made to the school district’s safety and health program, the Career and Technical Education Safety and Health Plan shall be updated to reflect the changes. The plan shall be readopted by the district board of education every five years from the date of the plan’s initial approval by the district board of education.
- (c) Each district board of education and other institution or agency operating a career and technical education program, or program of study in a hazardous occupation shall designate a person or persons who shall oversee updating and implementation of the approved Career and Technical Education Safety Health Plan.
- (d) The Career and Technical Education Safety and Health Plan shall contain, as a minimum, the following:
  - 1. A statement of the general policies for the safe and healthy operation of all career and technical education programs, programs of study, cooperative education experiences and apprenticeship training in hazardous occupations;
  - 2. The individuals and/or groups responsible for implementing the Career and Technical Education Safety and Health Plan;
  - 3. District board of education objectives for the Career and Technical Education Safety and Health Plan;
  - 4. The procedures required for conducting a safety and health hazard analysis for each career and technical education program, program of study, cooperative education experience, and apprenticeship training in a hazardous occupation in operation, pursuant to the requirements of the State and Federal departments and agencies identified in N.J.A.C. 6A:16-6.4(a). Guidance for developing these procedures is contained in the New Jersey Safe Schools Manual for career and technical education. Procedures should include, but are not limited to:
    - i. Periodic inspections and maintenance of facilities, tools, machines, equipment, personal protective devices, and hazardous substances, and for the elimination of potential or identified hazards; and
    - ii. Specific statements of practices and precautions required for safe and healthy operation within each program;
  - 5. Emergency procedures to be followed in the event of an injury, illness, hazardous spill, fire, or other emergency situation involving a student, teacher, or any other individual in the career and technical education classroom;

---

**Safe Schools: A Health and Safety Check**

6. Methods to be used to ensure that all students participating in career and technical education programs, programs of study, cooperative education experiences, and apprenticeship training in hazardous occupations are provided safety and health education and training. Such education and training shall include, but not be limited to, the following:
  - i. Hazards and hazardous equipment, supplies and materials associated with the career and technical education program, program of study, cooperative education experience, or apprenticeship training, including methods for incorporating the results of hazard analysis;
  - ii. Safe practices and precautions to be used to prevent injury and illness; and
  - iii. Procedures and methods to be used to document and assess students' knowledge of safety and health practices and procedures;
7. A system, which may include disciplinary action, to ensure that students comply with safe and healthy practices;
8. Procedures to ensure that all new career and technical education staff and students receive appropriate initial safety and health program training prior to working or participating in any career and technical education program, program of study, cooperative education experience, or apprenticeship training in a hazardous occupation; and
9. Procedures required for the investigation of all reportable incidents under N.J.A.C. 6A:19-6.5, Reporting requirements, and for implementation of a corrective action plan.

#### 6A:19-6.5 Reporting requirements

- (a) District boards of education shall notify the Department of any reportable incident involving career and technical education program students or staff, or others participating in any career and technical education program, program of study, cooperative education experience or apprenticeship training. The report shall be made within five working days of the occurrence on the electronic incident reporting form supplied by the Department.
- (b) District boards of education shall investigate reportable incidents and shall implement corrective action, as needed, to prevent similar incidents from being repeated in the future. The corrective action that is implemented shall be recorded on the electronic incident reporting form.

#### 6A:19-6.6 Securing machines and equipment

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

- (a) Each machine shall be so constructed, installed, and maintained as to be free from excessive vibration.
- (b) Arbors and mandrels shall be so constructed, installed and maintained as to have firm and secure bearing and be free from play.
- (c) Machines and equipment requiring the presence of an operator shall not be left unattended while in operation or still in motion.
- (d) An electrical power control shall be provided on each machine to make it possible for the operator to cut off the power without leaving the operating position.
- (e) On all nonportable motorized equipment and machinery, a magnetic-type switch shall be provided to prevent machines from automatically restarting upon restoration of power after an electrical failure or electric cutoff.
- (f) Power controls and operating controls shall be located within easy reach of the operator while the operator is at the regular work location, thereby making it unnecessary to reach over the point of operation to make adjustments.
- (g) Each machine operated by electrical power shall be provided with positive means for rendering it inoperative while repairs or tool changes are being made.
- (h) Push-type emergency cutout switches shall be provided at appropriate locations within shops to de-energize the electrical supply to nonportable machinery in accordance with N.J.A.C. 6A:26-6.3(f)1.
- (i) Power tools and machines in shops which generate dust shall be provided with dust collecting equipment in accordance with N.J.A.C. 6A:26-6.3(b)5.

#### 6A:19-6.7 Storage of flammable and combustible materials

- (a) Flammable and combustible liquids in storage shall be kept in the original closed container supplied by the manufacturer or in approved safety cans.
- (b) Flammable or combustible liquids not in storage and ready for use shall be transferred from the original closed container to approved safety cans. This does not apply to finishing or other materials designed to be used from the original closed container, provided the container is resealed immediately after use.
- (c) Approved oily waste cans shall be provided for the disposal of materials that have come into contact with flammable or combustible liquids or other materials that can support spontaneous combustion.
- (d) Flammable or combustible liquids shall be stored in accordance with the requirements as specified in the 2003 National Fire Protection Association (NFPA) 30, "Flammable and Combustible Liquids Code," which is incorporated herein by reference, as amended and supplemented. This document may be purchased from the

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

National Fire Protection Association, 1 Batterymarch Park, PO Box 9101, Quincy, MA 02169-7471.

## Subchapter 7. Private Career Schools

### 6A:19-7.1 Purpose and authority

The rules in this subchapter define the programmatic requirements for private career schools, which are qualifying schools as defined in N.J.S.A. 34:15C-10.1, to award certificates to students to participate in the workforce development system, in accordance with N.J.S.A. 6A:69-1 et seq., N.J.S.A. 44:12-2, N.J.S.A. 34:15D-1 et seq., and P.L. 101-392, section 113(b)14.

### 6A:19-7.2 Definitions

The following words and terms shall have the following meanings when used in this subchapter unless the context clearly indicates otherwise.

“Advisory board” means a group selected by the private career school consisting of three or more experts proficient in the subject area of the curriculum to be taught, whose responsibility is to evaluate the curriculum for reliability and validity and to make recommendations for revisions, if necessary.

“Certificate of approval” means the document that provides evidence of the private career school’s approval to operate issued by the Commissioners of the Departments of Education and Labor and Workforce Development, as prescribed in N.J.S.A. 34:15C-10.1 and more fully delineated in this subchapter.

“Clock hour” means 50 to 60 minutes of class lecture, recitation, faculty supervised laboratory, shop training, clinical experience, and/or internship in a 60-minute period. It also means 60 minutes of preparation in a correspondence course or distance learning as defined by Section 600.2, Higher Education Act of 1965 as amended.

“Course” means an organization of subject matter and related learning experiences designed to meet an occupational objective offered for the instruction of students on a systematic basis.

“Director” means the director of the private career school who is on site during the hours of operation and who is responsible for the total administration of only one school site.

---

## **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

“Instructional program” means the planned sequence of courses, services or activities designed to meet educational and employment objectives.

“Internship” means a period of supervised practical training that is part of an approved program and offered at a site other than the private career school and meets the following criteria:

1. The internship is of a fixed duration, established prior to the outset of the internship;
2. The internship experience is for the benefit of the student;
3. The employer that provides the training derives no immediate advantage from the activities of the student and on occasion its operations may actually be impeded; and
4. The student does not displace regular employees of the internship site, but works under close supervision of existing staff.

“Private career school” is a privately owned postsecondary school that offers one or more occupational training programs and is a qualifying school as defined by P.L. 2005, c. 354.

#### 6A:19-7.3 Application for instructional program approval and renewal

- (a) Pursuant to N.J.S.A. 34:15C-10.1, the Department of Education is responsible for approving the following components of a private career school:
  1. Curriculum; and
  2. Personnel and professional credentialing.
- (b) To be approved, a private career school shall provide evidence of the following in the application submitted for instructional program approval using forms provided in the Private Career School Manual:
  1. An instructional program that is based on specific occupational objectives and competencies, and is aligned with nationally recognized industry skill standards or certifications, or other nationally recognized curriculum sources. Where no such skill standards or certifications exist, the private career school shall establish an advisory board to evaluate each curriculum for reliability and validity.
  2. A course of study comprising:
    - i. The major elements of instruction;
    - ii. The number of instructional hours;
    - iii. A description of the method of instruction;
    - iv. A delineation of the educational space;

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education



- v. A list of equipment, tools and text materials that shall be aligned to the competencies and skills that will be taught; and
  - vi. Assessment instruments to measure student and instructor performance in accordance with State, national or industry standards including, where applicable, the national or State license or certification examination.
- 3. Owner(s)' and director(s)' resumes and letters of reference.
  - 4. A school catalog that includes:
    - i. A list of school administrators' names and titles;
    - ii. A conflict-resolution policy;
    - iii. An explanation of grading system;
    - iv. A policy on handling and availability of student records;
    - v. A program description; and
    - vi. A student and instructor evaluation policy.
- (c) The annual application for renewal of a certificate of approval to operate a private career school or correspondence school shall include modifications to the original application for institutional approval, in accordance with (b) above.

#### 6A:19-7.4 Application for facilities approval

Prior to the issuance of a certificate of approval, private career schools shall obtain verification by the New Jersey Departments of Education and Labor and Workforce Development that the facilities, instructional equipment, text books, and supplies identified in the application for instructional program approval are available and support the curriculum.

#### 6A:19-7.5 Operations

- (a) A private career school shall ensure that education and training programs are designed and delivered in such a way that all students are able to demonstrate the knowledge and skills specified in the approved program application according to N.J.A.C. 6A:19-7.3.
- (b) A private career school shall ensure the quality of education and training facilities through the use of nationally recognized standards of operation approved by one of the national accrediting agencies recognized by the U.S. Secretary of Education.
- (c) A private career school shall assure the Department of the quality of education in the following areas:
  - 1. Curricula;

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

2. Grading policies;
3. Program length in clock hours or credit hours (if accredited), the subject matters taught, and the objectives of the certificates or credentials offered;
4. Success with respect to student achievement in relation to mission, including, as appropriate, consideration of course completion, State licensing examination passing rates and job placement rates; and
5. Personnel:
  - i. The private career school director shall have completed six years of academic, military and/or job-related experience beyond high school graduation that includes a minimum of two years of practical experience in a supervisory, administrative or teaching position;
  - ii. Faculty of the private career school shall meet the following qualifications:
    - (1) Proof of a high school diploma or GED;
    - (2) Proof of successful completion of a curriculum and instruction course offered through an accredited college; and
    - (3) Competency in the subject(s) to be taught as demonstrated by possession of one of the following:
      - (A) An appropriate instructional certificate issued by the State Board of Examiners, or a comparable teaching certificate issued by a recognized certifying authority in another state with which the State Board of Examiners has reciprocity;
      - (B) An industry certification in the occupational area to be taught and at least two years of documented full-time employment experience in the occupational area within the past 10 years;
      - (C) A baccalaureate degree from a recognized institution with a major or specialization in the subject to be taught;
      - (D) Evidence of attainment of a journey person's status by possessing a certificate of completion of a registered apprenticeship training in the subject to be taught, with at least two years of documented full-time employment experience within the past 10 years;
      - (E) A certificate of completion in the occupational area to be taught from an approved private career school or hold the appropriate State-issued occupational license in the occupational area to be taught, and a minimum of two

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

- years of documented full-time employment in the occupation, within the past 10 years;
- (F) An associate degree from an accredited college, with a major or specialization in the subject to be taught, and a minimum of two years of documented full-time employment in the occupational area to be taught within the past 10 years; or
  - (G) A minimum of four years of documented full-time employment in the occupational area to be taught within the past 10 years.

6A:19-7.6 Monitoring and site visits

Each approved private career school shall be monitored by the Department of Education a minimum of once every two years, or according to a schedule established by the Commissioner. The Commissioners of the Departments of Education and Labor and Workforce Development shall review monitoring reports when determining the continuation or suspension of the certificate of approval held by the private career school for the institution or its program.

Title 6A. Department of Education  
Chapter 26. Educational Facilities

Subchapter 6. Planning and Construction Standards for school Facilities

6A:26-6.3 Educational facility planning standards

(a) The educational facility planning standards delineated in (b) through (h) below, in conjunction with the Uniform Construction Code, shall form the requirements for the design and construction of public schools. Specific standards for school facilities housing preschool students are set forth at N.J.A.C. 6A:26-6.4.

(b) General design and construction requirements are as follows:

1. School facilities shall afford space for general instruction, specialized instruction, administration and student services, the adequacy of which shall be pursuant to the requirements of this section. In addition, school facilities shall afford accommodations for approved vocational and special education programs;

2. Instructional rooms with windows shall have no exterior obstructing wall within 20 feet of the major window wall;

3. Inner courts shall have a minimum width of 20 feet;

4. Concrete floors in all instructional areas, except shops, shall be covered with a resilient floor covering;

5. Power tools and machines in shops which generate dust shall be provided with dust collecting equipment. Such equipment shall be either single or multi-use vacuum packs or a central dust collection system. Installed systems shall comply with National Fire Protection Association (NFPA) Standard 664 "Standards for the Prevention of Fire and Explosion in Wood Processing and Woodworking Facilities" (1998), incorporated herein by reference, as amended and supplemented, and New Jersey Department of Environmental Protection rules at N.J.A.C. 7:27-8. Copies of the NFPA Standard 664 may be obtained by contacting NFPA, 1 Batterymarch Park, P.O. Box 9101, Quincy, MA 02269-9101.

6. The ceiling height of an academic classroom or other instructional space containing more than 300 square feet in area shall average nine feet six inches, and no part of the ceiling or other obstruction shall be lower than eight feet. Instructional spaces of less than 300 square feet and areas of larger spaces devoted to clothing alcoves, storage or work space shall have a minimum ceiling height of eight feet;

---

**Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

7. Height of the ceiling or other obstruction in other areas shall provide a minimum clearance as listed below:

- Gymnasium . . . . . 22 feet
- Auxiliary Gymnasium . . . . . 14 feet
- Weight Room . . . . . 12 feet
- Music Room (Vocal or Instrumental) . . . . . 12 feet

The minimum height from overall highest riser to ceiling shall be eight feet.

- Multipurpose Room . . . . . 18 feet
- Cafeteria . . . . . 12 feet
- Industrial Arts and Vocational Shop . . . . . 12 feet
- Library/Media Center . . . . . 9 1/2 feet

8. Public school corridors and all other administrative spaces shall have a minimum ceiling height of eight feet;

9. A health unit shall be provided and shall include a nurse's area, a waiting area, an examination area, a rest area with privacy, drinking water and toilet facilities sized and arranged so that physically disabled persons requiring assistance will be able to receive such aid;

10. Instructional greenhouses shall meet the following standards in addition to the requirements of the UCC and the Fire Prevention Code:

- i. All doors shall be a minimum of three feet wide;
- ii. Drinking fountains shall not be located inside greenhouses; and
- iii. Greenhouses may be either attached to a school building or located no less than 20 feet from the school building.

11. Wherever chemicals are stored or used, an eyewash fountain or similar device, capable of providing a 15-minute continuous water flow, shall be provided. Eyewash devices shall also be provided per N.J.A.C. 6A:26-12.5; and

12. The minimum dimension of any instructional space or specialized instructional space shall be 10 feet; and

13. The designs of new schools shall incorporate the guidelines developed by the United States Green Building Council known as “Leadership in Energy and Environmental Design” (LEED), Version 2.0, which are incorporated by reference herein, to achieve maximum energy efficiency and environmental sustainability in the design of schools. A copy of the guidelines may be obtained from the Office of School Facilities, PO Box 500, Trenton, NJ 08625-0500.

(c) Entrance and exit requirements are as follows:

- 1. Pick-up and drop-off areas shall be designed to provide safe entrances and egress

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

for students and adults;

2. There shall be clearly marked walkways from drop-off areas into school facilities, and entrances to school facility shall be clearly marked;

3. Minimum clear widths for egress corridors serving more than 100 students in pre-kindergarten and elementary schools (kindergarten through fifth grade) shall be:

- i. Seven feet, wall to wall without lockers or wardrobes;
- ii. Eight feet, wall to locker face with lockers or wardrobes on one side; and
- iii. Nine feet six inches, locker face to locker face with lockers or wardrobes on both sides.

4. Minimum clear widths at any point in middle and high schools, grades six through 12, shall be:

- i. Seven feet six inches, wall to wall without lockers;
  - ii. Eight feet six inches, wall to locker face with lockers or wardrobes on one side;
- and
- iii. Ten feet, locker face to locker face with lockers or wardrobes on both sides.

5. Minimum clear widths for secondary egress corridors serving 100 or fewer occupants shall be five feet.

6. Doors from all spaces used by students and school staff, excluding lavatories, storage rooms, janitors' closets, instructional spaces under 300 gross square feet, and locker rooms, shall swing into the corridor and shall have a safety vision panel of 1/4 inch glazing which is not less than 100 square inches.

(d) The environment requirements are as follows:

1. Windowless classrooms and other occupied instructional spaces which do not have operable windows equal to at least four percent of the floor space shall be air conditioned, excluding gymnasiums, industrial shops, kitchens, and locker rooms; and

2. School facilities shall be designed, constructed, and renovated consistent with the standards of the UCC and other applicable State and Federal law for radon, lead, asbestos and other contaminants, and subject to the enforcement of such standards by the applicable State or Federal agency.

(e) Safety requirements are as follows:

1. Glazing in fire-rated assemblies shall be in accordance with the UCC. All other interior glazing shall be safety glazing;

2. A check valve shall be installed in the line supplying gas to each classroom, laboratory, shop or the other area where gas is used by students, except home economics rooms;

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

3. Science rooms, laboratories, shops and other instructional spaces, with the exception of home economic rooms, in which an open flame and/or the use of hazardous chemicals occurs shall be equipped with an emergency safety cold-water shower and a floor drain or a self-contained water receptacle or catch basin;

4. All construction or alteration of playgrounds, playground equipment and surfacing, including materials provided at the base of playground equipment shall comply with the playground safety subcode of the UCC at N.J.A.C. 5:23-11, and with N.J.A.C. 5:23-7, the barrier free subcode of the UCC;

5. When provided, a ceiling paddle fan shall be located so as to provide a minimum of eight feet clear above the floor and be enclosed with a metal guard;

6. Playground equipment shall not be constructed of chromated copper arsenate treated wood; and

7. The storage of pesticides shall be in a locked metal cabinet and vented to the exterior.

(f) Electrical power and communications requirements are as follows:

1. Push-type emergency cut-out switches shall be provided at appropriate locations within shops to de-energize the electrical supply to non-portable machinery and shall have a clear unobstructed access of a minimum of 36 inches. These switches shall be provided on the basis of one for each 1,000 square feet or fraction thereof of floor area in the shop, but in no case less than two per shop. Reset of the interrupted service shall be by a key-operated switch located within the shop. The cut-off and reset circuits shall be designed and installed to negate the possibility of the control circuit being de-energized, thereby being inoperative;

2. All non-portable motorized equipment and machinery shall be provided with magnetic-type switches to prevent machines from automatically restarting upon restoration of power after an electrical failure or activation of the above emergency cut-off;

3. Instructional spaces shall be provided with sufficient electrical power, communication and data outlets to satisfy the district's program and equipment needs as defined in the district's approved technology plan or equivalent document and educational specifications for a school facilities project, with not less than two duplex outlets remotely located per space;

4. Large group areas such as assembly rooms, auditoriums and other large group instructional spaces shall be provided with electrical power, data, and communications

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

outlets at appropriate locations and at the location of portable projectors and built-in speaker cables at stage and platform areas; and

5. A communication system shall be installed in each classroom to allow for emergency communication to local authorities. Such communication system may be in the form of a telephone system capable of placing 9-1-1 calls.

(g) Lighting requirements are as follows:

1. Installed artificial lighting intensity shall comply with the following minimum footcandles which shall be maintained on the task at any time:

Locations	Minimum Acceptable Footcandles
Classrooms and instructional areas-- study halls, lecture rooms, art rooms, offices, libraries, conference rooms, work rooms, shops, laboratories and secondary school cafeterias .....	50
Drafting, typing and sewing rooms .....	70
Reception rooms, gymnasiums, auditoriums, school cafeterias, all-purpose rooms and swimming pools.....	30
Locker rooms, washrooms, toilet rooms, corridors containing lockers, stairways .....	10
Corridors without lockers and storerooms .....	5
Classrooms for the partially sighted .....	70

2. As an alternative to compliance with the above requirements, instructional spaces shall comply with the American National Standards Institute standard number ANSI/IES RP3-00, Guide for Educational Facilities Lighting (2000), incorporated herein by reference, as amended and supplemented, which is available for review at the Division. This document may be purchased from the American National Standards Institute, Inc., 11 West 42nd Street, New York, New York 10036.

(h) Plumbing requirements are as follows:

1. The number of plumbing fixtures and ventilation requirements shall be in conformance with the provisions of this chapter and be calculated according to N.J.A.C. 5:23, the UCC;

2. General student toilet rooms are those which are designed and labeled for student use, contain at least two of each required fixture and are directly accessible from a

---

**Safe Schools: A Health and Safety Check**



corridor or an open plan instructional space. Students housed within an instructional space which is in excess of 300 square feet shall not be required to travel through any other space except a corridor to reach a general pupil toilet room;

3. There shall be at least one general toilet room for each sex on each floor occupied by students, or all instructional rooms shall have individual toilet rooms. Where classrooms, shops or physical education rooms are provided with self-contained individual facilities (water closet, lavatory and drinking fountains), the pupil capacity of these rooms shall not be counted in computing the number of fixtures required in the general pupil toilet rooms;

4. Toilet facilities for pre-school and kindergarten classrooms shall be provided as follows:

i. An individual toilet room shall be provided in each classroom and shall meet the following criteria:

- (1) Be located and equipped in such a way as to ensure privacy for the students;
- (2) Be accessible to physically disabled students and barrier free in design as per N.J.A.C. 5:23-7;
- (3) Preschool and kindergarten classrooms shall contain a juvenile size water closet suitable for children's use, equipped with an open front seat with a flood rim height no greater than 14 inches from the floor, and a lavatory (sink) with a flood rim height no greater than 26 inches from the floor.

ii. In lieu of providing an individual toilet room in each classroom as required in (h)4i above, toilet rooms may be provided adjacent to or outside the classroom if the following criteria are satisfactorily addressed:

- (1) 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;
- (2) Toilet facilities shall be readily accessible and the toilet room and signage shall be visible to a child from the classroom door;
- (3) Toilet facilities shall be provided for both boys and girls and shall meet the requirements of (h)4i above.

iii. If a district chooses to provide toilet rooms adjacent to or outside the classroom in conformance with (h)4ii above, the chief school administrator shall certify to the county superintendent how the alternate method of compliance shall be addressed, on forms prescribed by the Commissioner. The completed form and a copy of a resolution by the local district board of education approving the alternate method of

---

**Safe Schools: A Health and Safety Check**

compliance shall be submitted to the county superintendent for approval. Annually, thereafter, the chief school administrator shall resubmit the form certifying how the alternate method of compliance shall be addressed. Any changes to the approved alternate method of compliance shall be submitted to the county superintendent for approval;

5. Entrance to toilet rooms and locker rooms shall be designed to prevent visibility into the room;

6. Water closets shall be separated by individual stall partitions including doors which are of a smooth impervious material to permit effective cleaning;

7. Floors of all toilet rooms, shower rooms and drying rooms shall be water-tight and impervious to moisture. Floors shall be provided with an integral cove base at least four inches high;

8. Flooring materials, except for use in showers, of ceramic tile, quarry tile, sheet vinyl and plastic coatings designed for this purpose shall be deemed to meet the requirements of this subchapter. Resilient tiles or exposed concrete are not acceptable in toilet rooms;

9. Where showers are provided, shower heads shall be at least 30 inches apart, one shower head for each 10 students, with a shower head height of six feet, and 12 square feet of floor area shall be provided per shower head;

10. Preschool and kindergarten classrooms shall be equipped with a bubbler or water fountain; and

11. Arts and crafts classrooms shall be equipped with a water source, sink and appropriate sink trap.

## Subchapter 12. Operation and Maintenance of Facilities

### 6A:26-12.1 Facilities maintenance requirements

### 6A:26-12.2 Policies and procedures for school facility operation

(a) District boards of education shall adopt written policies and procedures regarding the following:

1. Safe and sanitary operation and maintenance of school facilities and grounds according to the provisions established in this chapter and the regulations to be adopted by the Commissioner pursuant to N.J.S.A. 18A:7G-9(b)(3);

---

## **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

2. Supervision of pupil safety in school facilities in the school district which shall include:

- i. Safe storage and use of potentially hazardous materials on school property;
- ii. Compliance with community right-to-know requirements;
- iii. Prevention of accidents, panic, and fire; and
- iv. Provision and maintenance of suitable and safe equipment;

3. Organization of school safety patrols pursuant to N.J.S.A. 18A:42-1, if the decision is made to organize safety patrols; and

4. Prohibition of smoking in public school buildings pursuant to P.L. 1989, c.96.

6A:26-12.3 Health facilities, equipment and supplies

6A:26-12.4 Safe drinking water

6A:26-12.5 Eye protection in schools

(a) Each district board of education shall require each student, staff member and visitor in its schools, including those present for evening adult school programs, to wear appropriate eye protective devices while participating in any educational activities and programs as defined in N.J.A.C. 6A:7-1.3 in which caustic or explosive chemicals or materials, hot liquids or solids, molten materials, welding operations of any type, repairing or servicing of vehicles, heat treatment or tempering of metals, the shaping of solid materials and laser device operation and experimentation or any similar process or activity is engaged in, exposure to which might have a tendency to cause damage to the eyes.

(b) The term "appropriate eye protective device" shall include plain or prescription lenses provided the lenses and other portions of the device meet or exceed the prescribed specifications for the device. Specifications for appropriate eye protection for various activities shall meet or exceed standards described in (b)1 and 2 below. The standards, with all subsequent amendments and supplements, are hereby adopted as rules and incorporated herein by reference.

1. American National Standard Practice for Occupational and Educational Eye and Face Protection, ANSI Z87.1-1989.

2. American National Standard Practice for the Safe Use of Lasers, ANSI Z136.1-1986 and eye protective procedures recommended by the manufacturer of the laser device.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

(c) The documents in (b)1 and 2 above are available for review at the Division of Facilities and Transportation, 329 West State Street, Trenton, New Jersey. These documents may be purchased from the American National Standards Institute, Inc., 11 West 42nd Street, New York, New York 10036.

(d) Emergency eye wash fountains or similar devices, capable of a minimum 15 minutes continuous flow of eye wash solution shall be provided in classrooms, shops, laboratories or other area where pupils or instructors are exposed to caustic materials that can cause damage to the eyes.

(e) The following types of eye protective devices shall be used to fit the designated activities or processes:

1. Caustic or explosive--Goggles, flexible fitting, hooded ventilation; add plastic window face shield for severe exposure;
2. Dust producing operations--Goggles, flexible fitting, hooded ventilation;
3. Electric arc welding--Welding helmet in combination with spectacles with eye cup or semi or flat-fold side shields;
4. Oxyacetylene welding--Welding goggles, eye cup type with tinted lenses; welding goggle, coverspec type with tinted lenses or tinted plate lenses;
5. Hot liquids and gases--Goggles, flexible fitting, hooded ventilation; add plastic window face shield for severe exposure;
6. Hot solids--Clear or tinted goggles or spectacles with side shields;
7. Molten materials--Clear or tinted goggles and plastic or mesh window face shield;
8. Heat treatment or tempering--Clear or tinted goggles or clear or tinted spectacles with side shields;
9. Glare operations--Tinted goggles; tinted spectacles with side shields or welding goggles, eye cup or coverspec type with tinted lenses or tinted plate lenses;
10. Shaping solid materials--Clear goggles, flexible or rigid body; clear spectacles with side shields; add plastic window face shield for severe exposure;
11. Laser device operation or experimentation--Appropriate for specific hazard;
12. Repair or servicing of vehicles--Clear goggles, flexible or rigid body; clear spectacles with side shields;
13. Other potentially eye hazardous processes or activities--Appropriate for specific hazard.

(f) Each district board of education shall establish and implement a specific eye protective policy and program to assure that:

1. No staff member, student or visitor shall be subjected to any hazardous environmental condition without appropriate eye protection;

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

2. The detection of eye hazardous conditions shall be continuous;
  3. Eye protection devices shall be inspected regularly and adequately maintained;
  4. Shared eye protective devices shall be disinfected between uses by a method prescribed by the local school medical inspector;
  5. All eye protective devices shall meet or exceed the appropriate specifications for the various types of devices and suppliers of eye protective devices shall certify, in writing, that the devices meet or exceed said specifications;
  6. Specific policy and procedures shall be established to deal with individuals who refuse to abide by established eye safety practices and procedures;
  7. The use of contact lenses shall be restricted in learning environments which entail exposure to chemical fumes, vapors or splashes, intense heat, molten metals, or highly particulate atmospheres. Contact lenses, when permitted, shall only be worn in conjunction with appropriate eye protective devices and the lens wearer shall be identified for appropriate emergency care in eye hazardous learning environments;
  8. All spectacle type eye protective devices shall have side shields of the eye cup, semi or flat-fold type; and
  9. Pupils, staff members or visitors wearing personal corrective eyewear shall be required to wear cover goggles or similar devices unless it can be certified, by competent authority, that the personal eyewear meets or exceeds standards identified in (b) above.
- (g) Each district shall provide annual training and appropriate supplies and equipment to all school personnel responsible for implementing the eye safety policies and program. The training shall cover all aspects of eye protection in schools as described in (a) through (f) above.

## Chapter 6. Smoke-Free Air

### Subchapter 7. School Building and Grounds

#### 8:6-7.1 Purpose

The purpose of this subchapter is to implement the prohibition against smoking in school buildings and on school grounds pursuant to N.J.S.A. 26:3D-58.

#### 8:6-7.2 Smoking prohibited in school buildings and on school grounds

(a) Pursuant to N.J.S.A. 26:3D-58b, smoking is prohibited in school buildings and on school grounds.

(b) As used in (a) above, "school buildings" and "school grounds," means and includes, with respect to public and nonpublic elementary and secondary schools:

1. Land, portions of land, structures, buildings, and vehicles, owned, operated or used for the provision of academic or extracurricular programs sponsored by a school or a community provider and structures that support these buildings, such as school wastewater treatment facilities, generating facilities, and other central service facilities including, but not limited to, kitchens and maintenance shops;
2. Athletic stadiums, swimming pools, any associated structures or related equipment tied to such facilities including, but not limited to, grandstands and night field lights, greenhouses, garages, facilities used for non-instructional or non-educational purposes, and any structure, building or facility used solely for school administration;
3. Playgrounds, and recreational places owned by local municipalities, private entities or other individuals during those times when the school district has exclusive use of a portion of such land; and
4. Certain faculty or administrator residences on school grounds as provided in 8:6-8.1(b).

Title 12 – New Jersey Department of Labor and Workforce Development (NJLWD)  
Chapter 100 - Safety and Health Standards for Public Employees

Subchapter 1. General Provisions

12:100-1.1 Purpose

The purpose of this chapter is to protect employees in the public sector by providing standards, which are at least as effective as the standards promulgated under Section 6 of the Federal Occupational Safety and Health Act of 1970, 29 USC 651 et seq.

12:100-1.2 Scope

This chapter shall apply to all employers, employees, and agencies subject to N.J.S.A. 34:6A-25 et seq., New Jersey Public Employees Occupational Safety and Health Act.

12:100-1.3 Documents referred to by reference

The availability of standards and publications referred to in this chapter is explained in N.J.A.C. 12:100-17.

Subchapter 2. Definitions

12:100-2.1 Definitions

The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

"Act" means the New Jersey Public Employees Occupational Safety and Health Act, N.J.S.A. 34:6A-25 et seq.

"Approved" means acceptable to the Commissioner of Labor.

"CFR" means Code of Federal Regulations.

"Commissioner" means the Commissioner of Labor or his or her designee.

"Division of Public Safety and Occupational Safety and Health" means the Division of Public Safety and Occupational Safety and Health of the Department of Labor, PO Box 386, Trenton, New Jersey 08625-0386.

"Employee" means any public employee, any person holding a position by appointment or employment in the service of an "employer" as that term is used in the Act

and shall include any individual whose work has ceased as a consequence of, or in connection with, any administrative or judicial action instituted under the Act; provided, however, that elected officials, members of boards and commissions and managerial executives as defined in the New Jersey Employer-Employee Relations Act, N.J.S.A. 34:13A-1 et seq. shall be excluded from the coverage of the Act.

"Employer" means public employer and shall include any person acting directly on behalf of, or with the knowledge and ratification of:

1. The State, or any department, division, bureau, board, council, agency or authority of the State, except any bi-state agency; or
2. Any county, municipality, or any department, division, bureau, board, council, agency or authority of any county or municipality, or of any school district or special purposes district created pursuant to law.

"N.J.A.C." means New Jersey Administrative Code.

"N.J.S.A." means New Jersey Statutes Annotated.

"Serious injury" means any injury which requires treatment beyond first aid.

"Shall" means a mandatory requirement.

### Subchapter 3. Administration

#### 12:100-3.1 Scope of Subchapter

This subchapter shall apply to the administration of the safety and health standards mandated by this chapter.

#### 12:100-3.2 Compliance

- (a) Every employer shall comply with the provisions of this chapter.
- (b) Every employee shall comply with the provisions of this chapter as they pertain to him or her.
- (c) When an employer has provided personal protection equipment in accordance with this chapter, the employee shall utilize such equipment when the hazard for which the equipment was provided exists.
- (d) Every employer shall provide a reasonable safeguard against any recognized hazard which could cause serious injury or death to the employees.
- (e) Every employer shall take all prudent measures to comply with written recommendations made by the commissioner, the commissioner of community affairs, or the commissioner of health to reduce the risk of exposure to unsafe or unhealthy conditions which have been shown to be detrimental to employee health or safety. This

---

## **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education



provision shall apply for hazards not specifically covered by a standard referenced in this chapter.

#### 12:100-3.3 Interface of state agencies

(a) The New Jersey Department of Labor shall inspect under the provisions of this chapter where the provisions relate to safety issues in accordance with N.J.S.A. 34:6A-35.

(b) The New Jersey Department of Health and Senior Services shall inspect under the provisions of this chapter where the provisions relate to health issues in accordance with N.J.S.A. 34:6A-38.

(c) The provisions of (a) and (b) above shall not be construed to diminish the primary responsibility of the Commissioner of Labor for administering and enforcing the State plan in accordance with N.J.S.A. 34:6A-29.

#### Subchapter 4. General Standards

##### 12:100-4.1 Scope of subchapter

(a) This subchapter shall apply to general industry safety and health standards adopted by reference.

(b) As used in this subchapter, the term employer shall mean public employer and shall not include any private employer and shall not include any private employer performing under this subchapter on behalf of, or with the knowledge and ratification of, a public employer.

##### 12:100-4.2 Adoption by reference

(a) The standards contained in 29 CFR Part 1910, General Industry Standards, with amendments published in the Federal Register through April 23, 1998 and any subsequent amendments thereto, with certain exemptions noted in (b) below, are adopted upon publication in the New Jersey Register and are incorporated herein by reference as occupational safety and health standards for the protection of public employees engaged in general operations and shall include:

1. Subpart A--General;
2. Subpart B--Adoption and Extension of Established Federal Standards;
3. Subpart D--Walking-Working Surfaces;
4. Subpart E--Means of Egress;
5. Subpart F--Powered Platforms, Man Lifts, and Vehicle-Mounted Work Platforms;
6. Subpart G--Occupational Health and Environmental Control;

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

7. Subpart H--Hazardous Materials;
8. Subpart I--Personal Protective Equipment;
9. Subpart J--General Environmental Controls;
10. Subpart K--Medical and First Aid;
11. Subpart L--Fire Protection except that:
  - i. Paragraph 1910.155(a) and Section 1910.156 are not adopted.
12. Subpart M--Compressed Gas and Compressed Air Equipment;
13. Subpart N--Materials Handling and Storage;
14. Subpart O--Machinery and Machine Guarding;
15. Subpart P--Hand and Portable Powered Tools and Other Hand-Held Equipment;
16. Subpart Q--Welding, Cutting, and Brazing;
17. Subpart R--Special Industries;
18. Subpart S--Electrical;
19. Subpart T--Commercial Diving Operations; and
20. Subpart Z--Toxic and Hazardous Substances.

(b) Only standards relating to employee safety and health (that is, substantive rules) are adopted by any incorporation by reference as prescribed in (a) above.

#### 12:100-4.3 Compliance with referenced standards

(a) The standards contained in N.J.A.C. 12:100-4.2 shall apply according to the provisions thereof.

(b) Each employer shall protect his or her employees by complying with the standards prescribed in N.J.A.C. 12:100-4.2.

### Subchapter 5. Construction Standards

#### 12:100-5.1 Scope of subchapter

This subchapter shall apply to construction safety and health standards adopted by reference.

#### 12:100-5.2 Adoption by reference

(a) The standards contained in 29 CFR Part 1926, Construction Industry Standards with the amendments published in the Federal Register through April 23, 1998 and any subsequent amendments thereto, are adopted upon publication in the New Jersey Register and are incorporated herein by reference as occupational safety and health standards for the protection of public employees engaged in construction operations and shall include:

---

## **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

1. Subpart C--General Safety and Health Provisions;
  2. Subpart D--Occupational Health and Environmental Controls;
  3. Subpart E--Personal Protective and Life Saving Equipment;
  4. Subpart F--Fire Protection and Prevention;
  5. Subpart G--Signs, Signals, and Barricades;
  6. Subpart H--Materials Handling, Storage, Use, and Disposal;
  7. Subpart I--Tools--Hand and Power;
  8. Subpart J--Welding and Cutting;
  9. Subpart K--Electrical;
  10. Subpart L--Scaffolding;
  11. Subpart M--Fall Protection;
  12. Subpart N--Cranes, Derricks, Hoists, Elevators, and Conveyors;
  13. Subpart O--Motor Vehicles, Mechanized Equipment, and Marine Operations;
  14. Subpart P--Excavations;
  15. Subpart Q--Concrete, and Masonry Construction;
  16. Subpart R--Steel Erection;
  17. Subpart S--Underground Construction, Caissons, Cofferdams, and Compressed Air;
  18. Subpart T--Demolition;
  19. Subpart U--Blasting and Use of Explosives;
  20. Subpart V--Power Transmission and Distribution;
  21. Subpart W--Rollover Protective Structures; Overhead Protection;
  22. Subpart X--Stairways and Ladders;
  23. Subpart Y--Diving;
  24. Subpart Z--Toxic and Hazardous Substances; and
  25. Appendix--General Industry Standards Identified as Applicable to Construction.
- (b) Only standards relating to employee safety and health (that is, substantive rules) are adopted by any incorporation by reference as prescribed in (a) above.

#### 12:100-5.3 Compliance with referenced standards

(a) The standards contained in N.J.A.C. 12:100-5.2 shall apply according to the provisions thereof.

(b) Each employer shall protect his employees by complying with the standards prescribed in N.J.A.C. 12:100-5.2.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

## Subchapter 6. Agricultural Standards

### 12:100-6.1 Scope of Subchapter

This subchapter will apply to agricultural safety and health standards adopted by reference.

### 12:100-6.2 Adoption by reference

(a) The standards contained in 29 CFR Part 1928, Agriculture with the amendments published in the Federal Register through April 23, 1998 and any subsequent amendments thereto, are adopted upon publication in the New Jersey Register and are incorporated herein by reference as occupational safety and health standards and shall include:

1. Subpart B--Applicability of Standards;
2. Subpart C--Employee operating instruction;
3. Subpart D--Safety for Agricultural Equipment;
4. Subpart I--General Environmental Controls; and
5. Subpart M--Occupational Health.

(b) Only standards relating to employee safety and health (that is, substantive rules) are adopted by any incorporation by reference as prescribed in (a) above.

### 12:100-6.3 Compliance with referenced standards

(a) The standards contained in N.J.A.C. 12:100-6.2 shall apply according to the provisions thereof.

(b) Each employer shall protect his employees by complying with the standards prescribed in N.J.A.C. 12:100-6.2.

## Subchapter 7. Hazard Communication

The text for this regulation was too long to be included. Please go to the NJLWD Website at <http://www.nj.gov/labor/lsse/peoshalaw.htm> to see these regulations.

## Subchapter 13. Indoor Air Quality Standard

### 12:100-13.1 Scope

This subchapter shall apply to matters relating to indoor air quality in buildings occupied by public employees during regular work hours.

### 12:100-13.2 Definitions

The following words and terms, when used in this subchapter, have the following meaning unless the context clearly indicates otherwise.

"Air contaminants" refers to substances contained in the vapors from paint, cleaning chemicals, pesticides, solvents, particulates, outdoor air pollutants and other airborne substances which together may cause material impairment to employees working within the enclosed workplace.

"Building-related illness" describes specific medical conditions of known etiology which can be documented by physical signs and laboratory findings. Such illnesses include sensory irritation when caused by known agents, respiratory allergies, asthma, nosocomial infections, humidifier fever, Legionnaires' disease, and the signs and symptoms characteristic of exposure to chemical or biologic substances such as carbon monoxide, formaldehyde, pesticides, endotoxins, or mycotoxins.

"Building systems" includes the heating, ventilation and air-conditioning (HVAC) system, the energy management system and all other systems in a facility which may impact indoor air quality.

"Department" means the Department of Health and Senior Services.

"Designated person" means a person who has been given the responsibility by the employer to take necessary measures to assure compliance with this subchapter.

"Employee" means the term as defined at 12:100-2.1.

"Employer" means the term as defined at 12:100-2.1.

"HVAC system" means the collective components of the heating, ventilation and air-conditioning system including, but not limited to, filters and frames, cooling coil condensate drip pans and drainage piping, outside air dampers and actuators, humidifiers, air distribution ductwork, automatic temperature controls, and cooling towers.

"HVAC System Commissioning Report" means a document normally prepared by an architect or engineer that provides verification that the HVAC system is operating in conformity with the design intent.

"Office building" means a building in which administrative, clerical or educational activities are conducted. Examples of facilities and/or operations, which are not office buildings, include repair shops, garages, print shops and warehouses.

"Renovation and remodeling" means building modification involving activities that include but are not limited to: removal or replacement of walls, roofing, ceilings, floors, carpet, and components such as moldings, cabinets, doors, and windows; painting; decorating; demolition; surface refinishing; and removal or cleaning of ventilation ducts.

---

## **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

"Sick Building Syndrome" describes a situation in which a workplace is characterized by a substantial number of building occupants experiencing health and comfort problems that can be related to working indoors. Additionally the reported symptoms do not fit the pattern of any particular illness, are difficult to trace to any specific source and relief from these symptoms occurs upon leaving the building. It is important to distinguish Sick Building Syndrome from problems of building-related illness. The latter term is reserved for situations in which signs and symptoms of diagnosable illness are identified and can be attributed directly to specific airborne contaminants.

### 12:100-13.3 Compliance program

(a) The employer shall identify a designated person who is given the responsibility to assure compliance with this section. The employer shall assure that the designated person is familiar with the requirements of this subchapter. The designated person shall assure that at least the following actions are implemented and documented:

1. Establishing and following a preventive maintenance schedule in accordance with the manufacturer's recommendations or with accepted practice for the HVAC system. Scheduled maintenance of the HVAC system shall include checking and/or changing air filters, checking and/or changing belts, lubrication of equipment parts, checking the functioning of motors and confirming that all equipment is in operating order. Damaged or inoperable components shall be replaced or repaired as appropriate. Additionally, any parts of this system with standing water shall be checked visually for microbial growth;
2. Implementing the use of general or local exhaust ventilation where housekeeping and maintenance activities involve use of equipment or products that could reasonably be expected to result in hazardous chemical or particulate exposures, above the applicable Permissible Exposure Limit (PEL), as adopted by reference under 12:100-4.2, to employees working in other areas of the building or facility;
3. When the carbon dioxide level exceeds 1,000 parts per million (ppm), the employer shall check to make sure the HVAC system is operating as it should. If it is not, the employer shall take necessary steps as outlined in (a)1 above;
4. When temperatures in office buildings are outside of the range of 68 to 79 degrees Fahrenheit, the employer shall check to make sure the HVAC system is in proper operating order. If it is not, the employer shall take necessary steps as outlined in (a)1 above;
5. If contamination of the make-up air supply is identified and documented, then the make-up inlets and/or exhaust air outlets shall be relocated or the source of the

contamination eliminated. Sources of make-up air contamination may include contaminants from sources such as, but not limited to, cooling towers, vents, and vehicle exhaust;

6. Assuring that building without mechanical ventilation are maintained so that windows, doors, vents, stacks and other portals designed or used for natural ventilation are in operable condition;
7. Promptly investigating all employee complaints of signs or symptoms that may be associated with building-related illness or sick building syndrome;
8. The employer shall have a written plan describing how it will achieve compliance with this subchapter, which plan shall list the identity and responsibilities of the designated person referred to in (a) above and which shall include procedures which, at a minimum, address the following issues:
  - i. Following of a preventive maintenance schedule;
  - ii. Keeping of required records;
  - iii. Locating of Indoor Air Quality compliance documents;
  - iv. Investigating of employee complaints;
  - v. Responding to signed employee complaints that have been submitted to the State alleging violation of the Public Employees' Occupational Safety and Health Act, N.J.S.A. 34:6A-25 et seq.;
  - vi. Notifying employees of work that may introduce air contaminants;
  - vii. Controlling microbial contamination;
  - viii. Controlling air contaminants;
  - ix. Responding to temperature and/or carbon dioxide exceedances;
  - x. Maintaining air quality during renovations and remodeling;
  - xi. Obtaining permits and performing work as required by the New Jersey Uniform Construction Code, 5:23; and
  - xii. Maintaining natural ventilation in buildings without mechanical ventilation; and
9. The employer shall review and update the written compliance plan referred to in (a)8 above at least annually, and whenever necessary to reflect new or modified tasks and procedures and to reflect new or revised employee positions.

#### 12:100-13.4 Controls of specific contaminant sources

(a) Regarding other indoor air contaminants, when general ventilation is inadequate to control air contaminants emitted from point sources within work spaces to below the

applicable PEL, as adopted by reference under 12:100-4.2, the employer shall implement other control measures such as local source capture exhaust ventilation or substitution.

(b) The employer shall control microbial contamination in the building by promptly repairing water intrusion that can promote growth of biologic agents.

(c) The employer shall remediate damp or wet materials by drying, replacing, removing or cleaning same within 48 hours of discovery and shall continue such remediation until the water intrusion is eliminated.

(d) The employer shall take measures to remove visible microbial contamination in areas such as ductwork, humidifiers, dehumidifiers, condensate drip pans, heat exchange components, other HVAC and building system components, or on building surfaces, such as carpeting and ceiling tiles, when found during regular or emergency maintenance activities or during visual inspection.

#### 12:100-13.5 Air quality during renovation and remodeling

(a) Renovation work and/or new construction that results in the diffusion of dust, stone and other small particles, toxic gases or other harmful substances in quantities hazardous to health shall be safeguarded by means of local ventilation or other protective devices to ensure the safety of employees. Renovation and/or new construction work in occupied buildings shall be isolated and air contaminants, dust and debris shall be confined to the renovation or construction area by use of measures such as, but not limited to, physical barriers, pressure differentials, and/or performing the work during periods of minimal occupancy.

1. Before re-occupancy, work areas shall be cleaned and aired out as necessary.
2. Hazard information shall be used to select products and to determine necessary measures to be taken to comply with (a) above.

(b) Before selection and use of paints, adhesives, sealants, solvents, or installation of insulation, particle board, plywood, floor coverings, carpet, textiles, or other materials in the course of renovation or construction, the employer shall check product labels and Material Safety Data Sheets or seek and obtain information from the manufacturers of those products on whether or not they contain volatile organic compounds such as solvents, formaldehyde or isocyanates that could be emitted during regular use.

(c) The employer shall notify employees at least 24 hours in advance, or promptly in emergency situations, of work to be performed on the building that may introduce air contaminants into their work area.



#### 12:100-13.6 Recordkeeping

(a) The maintenance schedule shall be updated to show all maintenance performed on the building systems. The schedule shall include the date that such maintenance was performed and the name of the person or company performing the work.

(b) The records required to be maintained by this section shall be retained for at least three years.

(c) The records required to be maintained by this section shall be available on request to Department representatives for examination and copying.

(d) The records required to be maintained by this section shall be made available to employees and employee representatives for examination and copying upon written request as soon as possible after receipt by the employer of the written request, but no later than 10 working days from the date upon which the employer has received the request.

#### 12:100-13.7 Employer's response to a signed PEOSH complaint

(a) Within 15 working days of receipt by the employer of notification from the Department that a complaint has been filed against the employer under the Public Employees' Occupational Safety and Health Act, N.J.S.A. 34:6A-25 et seq., the employer shall respond in writing to the Department. The response may include any combination of the following:

1. A statement that the complaint is unfounded;
2. A description of any remedial action already taken;
3. An outline of any remedial measures planned but not yet taken with a timetable for completion; and/or
4. A statement that a study of the problem, with a timetable for completion of the study, has been initiated.

(b) Where remedial measures are planned or a study initiated, they shall be completed as soon as feasible. The employer shall submit, to the Department, a written report describing the remedial measures implemented and/or a copy of a study's report within 15 working days of completion.

(c) Permits for remedial work shall be obtained as required by 5:23 (the New Jersey Uniform Construction Code). All work requiring a permit shall be performed in compliance with 5:23.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

12:100-13.8 Indoor air quality (IAQ) compliance documents

(a) In response to an employee complaint to the Department, the employer shall provide any of the following documents, if available, and requested by the Department:

1. As-built construction documents;
2. HVAC system commissioning reports;
3. HVAC systems testing, adjusting and balancing reports;
4. Operations and maintenance manuals;
5. Water treatment logs; and
6. Operator training materials.

## Chapter 122. Cutting and Grinding of Masonry

### Subchapter 1. General Provisions

#### 12:122-1.1 Purpose

The purpose of this chapter is to protect the health and safety of employees against the effects of silicosis and other respiratory diseases which may result from the dry cutting of masonry units by means of hand-held, gas-powered or electrical, portable chop saws or skill saws and the dry grinding of masonry materials.

#### 12:122-1.2 Scope

This chapter shall apply to employers and employees as those terms are defined within 12:122-1.3.

#### 12:122-1.3 Definitions

The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

"Commissioner" means the Commissioner of the New Jersey Department of Labor and Workforce Development or his or her designee.

"Complete respiratory program" means a "respiratory protection program" as that term is defined within 29 CFR § 1910.134, incorporated herein by reference, as amended and supplemented.

"Compliance Officer" means the person authorized by the Commissioner of the New Jersey Department of Labor and Workforce Development to conduct safety inspections under this chapter.

"Department" means the New Jersey Department of Labor and Workforce Development.

"Employee" or "worker" means any person suffered or permitted to work by an employer, having a specific regard to any activity related to the erection, construction, alteration, demolition, repair or maintenance of buildings, structures, bridges, highways, roadways, dams, tunnels, sewers, underground buildings or structures, pipelines or ducts and all other construction projects or facilities.

"Employer" means any corporation, partnership, individual proprietorship, joint venture, firm, company or other similar legal entity engaged in any activity related to the erection, construction, alteration, demolition, repair or maintenance of buildings,

structures, bridges, highways, roadways, dams, tunnels, sewers, underground buildings or structures, pipelines or ducts and all other construction projects or facilities.

"Establishment" means a single physical location where business is conducted or where services or operations are performed, such as a regional office, area office, installation or facility.

"Field site" means a physical location where an employer performs services or operations, but does not maintain an office or facility.

"First aid" means any one-time treatment and any follow-up visit for the purpose of observation of minor wounds, scratches, cuts, burns or splinters, which do not ordinarily require medical treatment. Such a one-time treatment and follow-up visit for the purpose of observation is considered first aid even though provided by a physician or registered professional personnel.

"Full face respirator" means a negative pressure respirator or a powered air-purifying respirator (PAPR) with a tight fitting full facepiece.

"High efficiency particulate air filter" means a filter that is at least 99.97 percent efficient in removing monodisperse particles of 0.3 micrometers in diameter. The equivalent National Institute for Occupational Safety and Health (NIOSH) 42 CFR § 84 particulate filters are the N100, R100, and P100 filters.

"Inspection" means any on-site visit of an employer's establishment or field site to ensure that employers are in compliance with this chapter.

"Medical treatment" includes treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even though provided by a physician or registered professional person.

"Negative pressure respirator" means a respirator in which the air pressure inside the facepiece is negative during inhalation with respect to the ambient air pressure outside the respirator.

"Other than serious" means a hazard, violation or condition which cannot reasonably be predicted to cause death or serious physical harm to exposed employees but does have a direct and immediate impact on an employee's safety or health.

"Powered air-purifying respirator" (PAPR) means an air-purifying respirator that uses a blower to force the ambient air through air-purifying elements to the inlet covering.

"Serious injury" or "serious physical harm" means any occupational injury or illness which requires treatment beyond first aid.

"Tight-fitting" means a respiratory inlet covering that forms a complete seal with the face.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

## Subchapter 2. Employer Responsibilities

### 12:122-2.1 Cutting and grinding of masonry

(a) Employers shall not engage in the dry cutting of masonry units by means of hand-held, gas-powered or electrical, portable chop saws or skill saws or the dry grinding of masonry materials, unless the employer has first determined in a manner consistent with 29 U.S.C. § 651 et seq. (the Federal Occupational Safety and Health Act of 1970), that the use of water in the cutting or grinding is not feasible.

(b) Where the employer has determined under (a) above that the use of water in the cutting or grinding is not feasible, the employer may engage in the dry cutting of masonry units by means of hand-held, gas-powered or electrical, portable chop saws or skill saws or the dry grinding of masonry materials, only where the employer meets all of the following requirements:

1. The employer shall use engineering and work practice controls to control the dust, such as a vacuum with a high efficiency particulate air filter, or other dust control systems;
2. Any dry cutting which occurs shall be done in a designated area away from craftworkers, if possible; and
3. The employer shall provide workers with full face respirators as part of a complete respiratory program, which shall include training, the proper selection of respiratory cartridges and fit-testing in order to ensure that the workers are able to wear the respirators.

## Subchapter 3. Inspections and Orders to Cease

## Subchapter 4. Penalties and Hearings

This Page was left intentionally blank

New Jersey Child Labor Law Abstract  
New Jersey Administrative Code (N.J.A.C.) 12:58 et seq.  
New Jersey Statutes Annotated (N.J.S.A.) 34:2-21.1 et seq.  
Excerpted From Form MW-129 (R-3-00)

## Kind of Employment

Theatrical: Professional employment in a theatrical production, including stage, motion pictures, and television performance and rehearsals.

### Minimum Age

- None - Minors under 16 must be accompanied at all times by an adult who is a parent, guardian, or representative of employer.

### Hours of Work<sup>1,3</sup>

- Under 16: Not more than 2 shows or productions<sup>4</sup> daily or 8 weekly, 5 hours daily, 24 hours weekly, 6 days a week. (Includes rehearsal time. Combined hours of school and work not to exceed 8 hours daily.)<sup>5</sup>
- 16 & 17 years old: 8 hours daily<sup>5,6</sup>; 40 hours weekly; 6 days a week

### Prohibited Hours:

- Under 16 - before 7 A.M.; After 11:30 P.M.<sup>6</sup>
- 16 & 17 years old - before 6 A.M.; After 11:30 P.M.<sup>6</sup>

### Certificate or Permit Required<sup>2</sup>

- Under 16 - Special Theatrical Permit
- 16 & 17 years old - Employment Certificate

---

## Safe Schools: A Health and Safety Check

New Jersey Safe Schools Program/New Jersey Department of Education

Agriculture: No restriction on work performed outside school in connection with minor's own home and directly for the minor's parent or legal guardian.

Minimum Age

- 12 years old - Outside school hours
- 16 years old - During school hours

Hours of Work<sup>1,3</sup>

- 12 years old - 10 hours daily; 6 days a week
- 16 years old - 10 hours daily; 6 days a week

Prohibited Hours:

- None

Certificate or Permit Required<sup>2</sup>

- 12 thru 15 years old only - Special Agricultural Permit

Newspaper Carriers: Minors who deliver, solicit, sell and collect for newspapers outside of school hours on residential routes.

Minimum Age

- 11 years old

Hours of Work<sup>1,3</sup>

- Combined hours of school and work not to exceed 8 hours daily, 40 hours weekly, 7 days.



Prohibited Hours:

- 11 thru 13 years old - Before 6 A.M.; After 7 P.M.
- 14 thru 17 years old - Before 5:30 A.M.; After 8 P.M.

Certificate or Permit Required<sup>2</sup>

- 11 thru 17 years old - N.J. publishers may issue Special Newspaper Carrier Permit or local issuing officer may issue: Special Permit - 11 thru 15 years old) or Employment Certificate (16 and 17 years old).

Street Trades: Minors who sell, offer for sale, solicit for, collect for, display, or distribute any articles, goods, merchandise, commercial service, posters, circulars, newspapers, or magazines or in blacking shoes on any street or other public place or from house to house.

Minimum Age

- 14 years old - Outside school hours

Hours of Work<sup>1,3</sup>

- 14 years old - 3 hours per day, 18 hours per week when school is in session. During school vacation, 8 hours per day; 40 hours weekly; 6 days a week.

Prohibited Hours:

- 14 & 15 years old - Before 7 A.M.; After 7 P.M.

Certificate or Permit Required<sup>2</sup>

- Special Street Trades Permit **or** Employment Certificate

General Employment: Includes mercantile establishments, golf caddying, private bowling alleys, offices, gas stations, garages, and other places or means of gainful occupations unless otherwise specified.

#### Minimum Age

- 14 years old
- 16 years old

#### Hours of Work<sup>1,3</sup>

- 14 years old - 3 hours per day, 18 hours per week when school is in session. During school vacation, 8 hours per day, 40 hours per week, 6 days per week.
- 16 years old - 8 hours per day, 40 hours per week, 6 days per week.

#### Prohibited Hours:

- 14 & 15 years old - Before 7 A.M.; After 7 P.M.<sup>7</sup>
- 16 & 17 years old - Before 6 A.M.; After 11 P.M. (Except: 1. School vacation season. 2. Days not preceding a school day with special written permission of parent or guardian.)

#### Certificate or Permit Required<sup>2</sup>

- Employment Certificate

Restaurant and Seasonal Amusement Occupations: Same as for General Employment except that minors at least 16 years of age may be employed after midnight during regular school vacation season providing work began before 11 P.M. of the previous day, or on work days which do not begin on a school day, with special written permission from parent or guardian. May not be employed after 3 A.M. or before 6 A.M. of a day before a school day.

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

Public Bowling Alleys: Same as for General Employment except that minors at least 16 years of age may be employed as pinsetters, lane attendants, or busboys until 11:30 P.M. but if it is during the school term the minor must have a special permit.

Domestic Services in Private Homes: No restriction on work performed outside school in connection with minor's own home and directly for the minor's parent or legal guardian.

Minimum Age

- 14 years old - Outside school hours
- 16 years old - During school hours

Hours of Work<sup>1,3</sup>

- No Restrictions - (Except minor under 16 limited to 3 hours per day, 18 hours per week, when school is in session)

Prohibited Hours:

- None

Certificate or Permit Required<sup>2</sup>

- Employment Certificate

Messengers for Communications Companies Under Supervision and Control of F.C.C.

Minimum Age

- 14 years old - Outside school hours
- 16 years old - During school hours

Hours of Work<sup>1,3</sup>

- No Restrictions

Prohibited Hours:

- None

Certificate or Permit Required<sup>2</sup>

- Employment Certificate

Factory

Minimum Age

- 16 years old

Hours of Work<sup>1,3</sup>

- 8 hours daily; 40 hours weekly; 6 days a week

Prohibited Hours:

- Before 6 A.M. After 10 P.M. during school vacation. After 11 P.M. when school is in session.

Certificate or Permit Required<sup>2</sup>

- Employment Certificate

Footnotes

<sup>1</sup>. A minor who is at least 17 years of age and a graduate of a vocational school approved by the Commissioner of Education may engage in those pursuits in which the minor majored in said vocational school during those hours permitted for persons 18 years of age and over, provided an employment certificate is issued and accompanied by the minor's diploma or a certified copy thereof.

- <sup>2</sup>. No certificate or permit required for minors at least 14 years of age employed when schools in the minor's district are not in session at agricultural fairs, horse, dog, or farm shows the duration of which do not exceed 10 days. No certificate required for minors 15 and older during school vacation for first 14 days of employment in food service, restaurant, retail operations, or seasonal amusement.
- <sup>3</sup>. Does not apply to employment of a minor 16 or 17 years of age during the months of June, July, August, or September by a summer resident camp, conference or retreat operated by a nonprofit or religious corporation or association, unless the employment is primarily general maintenance work or food service activities.
- <sup>4</sup>. Where the professional employment is reasonably separable into discrete shows or productions.
- <sup>5</sup>. In Theatrical employment the combined time spent on a set or on call and performance time shall not exceed a total of eight hours in any one day.
- <sup>6</sup>. In certain cases of Theatrical employment the commissioner has the authority to amend the hours of the day during which a minor may work but not the total hours.
- <sup>7</sup>. In General Employment 14- and 15-year old minors may work until 9 P.M. with written permission of parent or guardian during period of time beginning on last day of minor's school year and ending on Labor Day.

## Punishment for Violations of Child Labor Law

Whoever employs or permits or suffers any minor to be employed or to work in violation of this act, or of any order or ruling issued under the provisions of this act, or obstructs the Department of Labor and Workforce Development, its officers or agents, or any other person authorized to inspect places of employment under this act, and whoever, having under his control or custody any minor, permits or suffers him to be employed or to work in violation of this act, shall be guilty of an offense. If a defendant acts knowingly, an offense under this section shall be a crime of the fourth degree. Otherwise it shall be a disorderly persons offense and the defendant shall, upon conviction for a violation, be punished by a fine of not less than \$100 nor more than \$2,000 for an initial violation and not less than \$200 nor more than \$4,000 for each subsequent violation. Each day during which any violation of this act continues shall constitute a separate and distinct offense, and the employment of any minor in violation of the act shall with respect to each minor so employed, constitute a separate and distinct offense.

As an alternative to or in addition to any other sanctions provided by law for violations of P.L. 1940, c. 153 (C.34:2-21.1 et seq.), when the Commissioner of Labor and Workforce Development finds that an individual has violated that act, the commissioner is authorized to assess and collect administrative penalties of not more than \$500 for a first violation, not more than \$1,000 for a second violation, and not more than \$2,500 for each subsequent violation,

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

specified in a schedule of penalties to be promulgated as a rule or regulation by the commissioner in accordance with the “Administrative Procedure Act,” P.L. 1968, c.410 (C.52:14B-1 et seq.). When determining the amount of the penalty imposed because of a violation, the commissioner shall consider factors which include the history of previous violations by the employer, the seriousness of the violation, the good faith of the employer, and the size of the employer’s business. No administrative penalty shall be leveled pursuant to this section unless the Commissioner of Labor and Workforce Development provides the alleged violator with notification of the violation and of the amount of the penalty by certified mail and an opportunity to request a hearing before the commissioner or his designee within 15 days following the receipt of the notice. If a hearing is requested, the commissioner shall issue a final order upon such hearing and a finding that a violation has occurred. If no hearing is requested, the notice shall become a final order upon expiration of the 15 day period. Payment of the penalty is due when a final order is issued or when the notice becomes a final order. Any penalty imposed pursuant to this section may be recovered with costs in a summary proceeding commenced by the commissioner pursuant to the “Penalty Enforcement Law Of 1999,” c.274 (C.2A:58-10 et seq.).

## General Information

Minors under 18 years of age must receive a 30-minute meal period after 5 consecutive hours of work.

Minors under 16 years of age may not be employed during the hours they are required to attend school.

Minors who are gainfully employed must have “working papers.” These are secured from the issuing officer of the school district where a minor resides. A minor must apply in person.

Read working papers carefully. They contain information that is important to you. Papers are valid only for the period of time and conditions stated thereon.

An age certificate may be required by an employer of a minor who is between the ages of 18 and 21. This certificate is obtained from the issuing officer and protects the employer against the possibility of age misrepresentation.

## Records Requirements

For all minors under the age of 18, except those engaged in domestic service in private homes, and in agricultural pursuits, and for those minors between 16 and 18 years of age employed during the months of June, July, August or September by a summer resident camp, conference or retreat operated by a nonprofit or religious corporation or association.

Name, address, date of birth, hours of beginning and ending daily work periods and meal periods, number of hours worked each day, and wages paid to each minor.

For Newspaper Carriers: Name, address, date of birth, date he or she commenced and ceased delivering newspapers, number of newspapers sold, and a general description of the area of the route served.

## Prohibited Occupations

Exemptions to some of these prohibitions apply to work done by pupils in public or private schools under supervision and instruction of officers or teachers, or to a minor who is at least 17 years of age employed in the type of work in which the minor majored under the conditions of the special vocational school graduate permit or to minors in junior achievement programs. The Department of Education, however, does limit the prohibited occupations which minors in these programs may perform. Employers should check with the coordinator of each program to determine these prohibitions.

No minor under 16 years of age shall be employed, permitted, or suffered to work in, about, or in connection with power-driven machinery.

Power-driven machinery includes, but is not limited to the following:

- Conveyors and related equipment;
- Power lawn mowers; and
- Power woodworking and metal working tools. Power-driven machinery shall not include:
  - Cash register conveyor belt in a supermarket or retail establishment for minors at least 15 years of age working as cashiers or baggers;
  - Standard office type machines;
  - Standard domestic type machines or appliances when used in domestic or business establishments;
  - Agricultural machines when used on farms such as standard type poultry feeders, egg washers, egg coolers, and milking machines; and
  - An attended or unattended standard type passenger elevator.



No minor under 18 years of age shall be employed, suffered, or permitted to work in, about, or in connection with the following:

- The manufacture or packing of paints, colors, white lead, or red lead;
- The handling of dangerous or poisonous acids or dyes; injurious quantities of toxic or noxious dust, gases, vapors or fumes;
- Work involving exposure to benzol or any benzol compound which is volatile or which can penetrate the skin;
- The manufacture, transportation, or use of explosives or highly inflammable substances;  
*The wording "the manufacture, transportation or use of explosives or highly flammable substances" as used in the prohibited occupations section of the Child Labor Act does not include the filling of the gasoline tanks of gasoline motor driven vehicles by use of a hose which is a part of the type of automatic or manual powered pumping equipment commonly used for that purpose in gasoline service stations.*  
This interpretation does not in any way affect any prohibition contained in the Child Labor Law concerning power-driven or hazardous machinery or hazardous occupations.
- Oiling, wiping, or cleaning machinery in motion or assisting therein;
- Operation or helping in the operation of power-driven woodworking machinery; provided that apprentices operating under conditions of bona fide apprenticeship may operate such machines under competent instruction and supervision;
- Grinding, abrasive, polishing or buffing machines, provided that apprentices operating under conditions of bona fide apprenticeship may grind their own tools;
- Punch presses or stamping machines if the clearance between the ram and the die or the stripper exceeds one-fourth inch;
- Cutting machines having a guillotine action;
- Corrugating, crimping, or embossing machines;
- Paper lace machines;
- Dough brakes or mixing machines in bakeries or cracker machinery;
- Calendar rolls or mixing rolls in rubber manufacturing;
- Centrifugal extractors or mangles in laundries or dry cleaning establishments;
- Ore reduction works, smelters, hot rolling mills, furnaces, foundries, forging shops, or any other place in which the heating, melting, or heat treatment of metals is carried on;
- Mines or quarries;
- Steam boilers carrying a pressure in excess of fifteen pounds;
- Construction work; (exemptions include minors doing volunteer work in affordable housing).

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

*Construction work shall mean the erection, alteration, repair, renovation, demolition or removal of any building or structure; the excavation, filling and grading of sites; the excavation, repair or paving of roads and highways; and any function performed within 30 feet of the above operations. Construction work shall not mean the repair or painting of fences, buildings and structures not exceeding twelve feet in height.*

- Fabrication or assembly of ships;
- Operation or repair of elevators or other hoisting apparatus;
- Any establishment where alcoholic liquors are distilled, rectified, compounded, brewed, manufactured, bottled, or sold for consumption on the premises; (except, minors at least 16 years of age may be employed as pinsetters, lane attendants, or busboys in public bowling alleys, and in restaurants or in the executive offices, maintenance departments, or pool or beach areas of a hotel, motel, or guesthouse, but not in the preparation, sale or serving of alcoholic beverages, nor in the preparation of photographs, nor in any dancing or theatrical exhibition or performance which is not part of a theatrical production where alcoholic beverages are sold on the premises, while so employed; and minors at least 14 years of age may be employed as golf caddies and pool attendants);
- Pool or billiard rooms;
- The transportation of payrolls other than within the premises of the employer;
- Corn pickers, power hay balers, power field choppers, including work in or on same;
- A junk or scrape metal yard which is defined as any place where old iron, metal, paper, cordage, and other refuse may be collected and deposited or both and sold or may be treated so as to be again used in some form or discarded or where automobiles or machines are demolished for the purpose of salvaging of metal or parts;
- Any place or condition operated or maintained for immoral purposes or a disorderly house;
- The fueling of aircraft, either commercial or private;
- Demolition of buildings, ships, or heavy machinery;
- Corrosive material;
- Compactors;
- Carcinogenic substances;
- Circular saws, band saws, guillotine shears;
- Indecent or immoral exposure;
- Posing nude or without generally-accepted attire;
- Work in video stores where X-rated movies are rented or sold;
- Pesticides;
- Radioactive substances and ionizing radiation;
- Toxic or hazardous substances;
- Most occupations in slaughtering, meat packing, processing, or rendering, including the operations of slicing machines used in delicatessens and restaurants for cutting or slicing any food product;

---

### **Safe Schools: A Health and Safety Check**

New Jersey Safe Schools Program/New Jersey Department of Education

- The service of single-piece or multi-piece rimwheels; and
- The service of beverages out of any bar area, including, but not limited to, outside bars at pools or other recreational facilities.

Prohibitions - Actors and Performers

- Appearing as a rope or wire walker or rider, gymnast, wrestler, boxer, contortionist, acrobat, rider of a horse or other animal unless the minor is trained to safety ride such horse or animal or rider of any vehicle other than that generally used by a minor of the same age.
- Appearing in any illegal, indecent, or immoral exhibition, practice, or theatrical production.
- Any practice, exhibition or theatrical production dangerous to the life, limb, health or morals of a minor.
- Appearance or exhibition of any physically deformed or mentally deficient minor.

Copies of the New Jersey Child Labor Law Poster may be obtained from the New Jersey Department of Labor and Workforce Development, Office of Constituent Relations, PO Box 110, Trenton, New Jersey 08625-0110; (609) 777-3200.