

# NBSIA Member Services Safety Bulletin

May 2016

## ADA CHECKLIST: IS YOUR SCHOOL ADA COMPLIANT?



The Americans with Disabilities Act of 1990 (ADA) was enacted to prohibit discrimination against persons with disabilities in employment

and in access to public entities and accommodations. Although the following list is not exhaustive, it will help ensure that your school is in compliance with the ADA.

### In an ADA Compliant Public Space...

- Doors are at least 32 inches wide. If double doors are less than 32 inches wide per door, both doors are able to be opened for passage.
- Doors require less than five pounds of force to open. If the doors are heavier, they are always kept open or have an automatic door opener.
- Routes to all areas are at least 36 inches wide to allow for passage by an individual in a wheelchair.
- Conference tables are at least 27 inches high to allow for knee clearance for individuals in wheelchairs.
- Carpeting is secured to the floor and has a pile of less than ½ inch.
- Objects that protrude more than four inches into a passageway (such as shelves, mail boxes or water fountains) are detectable by a blind person using a white cane if the leading edge is fewer than 27 inches above the floor.
- The office has access to a telephone relay system or a Telecommunications Device for the Deaf (TDD).
- Written documents are available in large print or alternate formats or readers are provided for the vision-impaired.
- Tactile signs indicating the room number have raised and contrasting characters, with Braille beneath; all mounted 60 inches above the floor on



the latch side of the door. Nothing blocks access to tactile signage (e.g., flags, sign-in stands, cabinets).

- Sign language interpreters or other auxiliary aid and services are provided, upon request, for those who are hearing-impaired.
- Brochures and other documents available in the office waiting area are within reach (generally between 15" and 48" off the floor) for an individual who is in a wheelchair.
- Visual evacuation alarms are provided in the building in all public areas and rest rooms.
- All staff know the location of the accessible building exit doors and the primary and secondary staging areas to be used during an emergency evacuation by individuals who are mobility impaired.
- Restrooms that are marked as ADA compliant have doors that require fewer than five pounds of force to open or have an automatic door opener.
- Restrooms that are marked as ADA compliant have grab bars behind and to the side of at least one toilet stall; the bars are mounted between 33 and 36 inches above the floor.
- Restrooms that are not accessible to individuals in wheelchairs are to have signage indicating the location of the nearest ADA-compliant restroom.

Adapted from the Office of Compliance "Fast Facts" bulletin. <http://www.compliance.gov/sites/default/files/ADA%20Checklist%202016.pdf>

### Contact Us

(707) 428-1830  
[www.nbsia.org](http://www.nbsia.org)

Suzanne Dillman  
Jeremy Hatch  
Matt Boughtin  
Amanda Hawkins

[SuzanneD@nbsia.org](mailto:SuzanneD@nbsia.org)  
[JeremyH@nbsia.org](mailto:JeremyH@nbsia.org)  
[MattB@nbsia.org](mailto:MattB@nbsia.org)  
[AmandaH@nbsia.org](mailto:AmandaH@nbsia.org)



Keep a copy of this bulletin in your Injury and Illness Prevention Program (IIPP) binder and be sure employees receive a copy.