July 13, 2016

Dear [Redacted],

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act [Our File #: SNL-034-2016]

On June 16, 2016, Service NL received your request for access to the following records:

I am requesting copies of all documents, reports and emails related to air quality, dampness, mould or water infiltration at Woodland Elementary School in Dildo/New Harbour, Newfoundland from 2010 to May of 2016.

I am pleased to inform you that a decision has been made by Service NL to provide access to the requested information. Please note, some of the writing on the school inspection reports may appear faint. This is because the originals were made on carbon paper. However, the same information is also contained in letters to the School District, which I have also enclosed.

In accordance with your request for a copy of the records, the appropriate copies have been enclosed.

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the Access to Information and Protection of Privacy Act (the Act). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John’s, NL A1B 3V8

Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act.
Please be advised that the responsive records for this request will be published following a 72 hour period after the response is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Office of Public Engagement's website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please contact me by telephone at 709-729-7437 or by email at ellenhaskell@gov.nl.ca.

Sincerely,

ELLEN HASKELL
ATIPP Coordinator
November 10, 2015

Mr. Jim Sinnott  
Director of Maintenance  
Newfoundland & Labrador English School District  
Suite 601, Atlantic Place  
215 Water Street  
St. John’s, Newfoundland  
A1C 6C9

Dear Mr. Sinnott:

Re: School Inspection Reports – Woodland Elementary, Dildo

The following deficiencies were found during a routine Environmental Health Inspection:

- Repair Out of Order Toilet in Girls washroom.
- Painting required throughout the school, especially under windows in Music Room, Classroom 10, and Classroom 6.

If you have any questions regarding this report, please feel free to contact the undersigned by telephoning 945-3106.

Yours sincerely,

[Signature]

Paul Noseworthy  
Environmental Health Officer

enclosure
# School Environmental Health Inspection Report

**Service NL**

<table>
<thead>
<tr>
<th>School</th>
<th>Principal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Woodland Elementary</td>
<td>Lawrence Howson</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location</th>
<th>Grades</th>
<th>No. of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pictou</td>
<td>K-6</td>
<td>184</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Type of Inspection</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔ Routine</td>
</tr>
<tr>
<td>✗ Compliant</td>
</tr>
<tr>
<td>✗ Follow-up</td>
</tr>
<tr>
<td>✗ Other</td>
</tr>
</tbody>
</table>

## LEGEND:
- **S** - Satisfactory
- **U** - Unsatisfactory
- **N/A** - Not Applicable
- **NOB** - Not Observed
- **R** - Repeat Observation

<table>
<thead>
<tr>
<th>No.</th>
<th>Item</th>
<th>S</th>
<th>U</th>
<th>N/A</th>
<th>NOB</th>
<th>R</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>School Grounds and Exterior</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Outdoor Play Spaces</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Indoor Air Quality</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>All Indoor Environments</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Attics, Mezzanines, Basements, and Drawers</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Washrooms and Showers</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Music Room</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Home Economics Room</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Auditoriums</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Student Dining Area</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Library/Media Room</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Gymnasium</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>13</td>
<td>Visual Arts Classrooms</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Industrial Arts Rooms</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>Science Rooms and Laboratories</td>
<td>✓</td>
<td></td>
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<td></td>
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<tr>
<td>16</td>
<td>Solid Waste Disposal</td>
<td>✓</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>17</td>
<td>Custodial Activities</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Mechanical Rooms</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Drinking Water</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>20</td>
<td>Sewage Disposal</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Observations and Corrective Actions**

- Repair out of order Toilet in Girls washroom.
- Painting required throughout the school especially under windows in Music Room Classroom 10, Classroom 6.

**Compliance Time**

- P - 5
- P - 6
- P - 7

**Environmental Health Officer's Signature**

[Signature]

**Date**

<table>
<thead>
<tr>
<th>YYYY-MM-DD</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-11-01</td>
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</tbody>
</table>

**School Administrator/Designate**

[Signature]

**Date**

<table>
<thead>
<tr>
<th>YYYY-MM-DD</th>
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</thead>
<tbody>
<tr>
<td>2018-11-01</td>
</tr>
</tbody>
</table>

---

**Note:** Environmental Health Officers (EHOs) conduct school inspections to identify potential risks to the health and safety of students, staff, and the general public. The School Environmental Health Inspection Report is used by EHOs during the annual school inspection. The Guide to School Inspections for Environmental Health Officers is used as a reference for any health and safety risk within the school environment. The Guide is not a set of school standards/regulations. The exception is the identification of public health hazards related to food safety, drinking water quality, and sewage disposal. These exceptions are regulated under the Food Premises Act and the Health and Community Services Act.
November 19, 2014

Mr. Jim Sinnott  
Director of Maintenance  
Newfoundland & Labrador English School District  
Suite 601, Atlantic Place  
215 Water Street  
St. John's, Newfoundland  
A1C 6C9

Dear Mr. Sinnott:

Re: School Inspection Reports – Woodland Elementary, Dildo.

The following deficiencies were found during a routine Environmental Health Inspection:

- Clean fountains; wall in Music Room #6 and paint
- Repair wall in Kindergarten Coat Room and paint wall
- Most classrooms require painting
- Temperature 23 degree Celsius

If you have any questions regarding this report, please feel free to contact the undersigned by telephoning 945-3106.

Yours sincerely,

Paul Noseworthy  
Environmental Health Officer

Enclosure
**School Inspection Report**

### 2. School

<table>
<thead>
<tr>
<th>Location</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Woodland Elementary</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Board superintendent</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dwyer</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades</th>
<th>Principal</th>
</tr>
</thead>
<tbody>
<tr>
<td>K-6</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Enrolment</th>
<th>No. Of classrooms</th>
<th>No. Of staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>182</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 3. Part 1 Critical Items

**Items to be corrected immediately**

### 4. Part 2 Sanitation, design and maintenance

**Clean - From teacher with an answer from P.L.**

**Reglas well in kindergarten, not room 14/15 but one with most classrooms now coming together.**

**Temp. 23° C**

### 5. Environmental Health Officer

**Paul Varley**

**Date:**

**Received by:**

**1st copy - school board 2nd copy - school principal 3rd copy - office copy**
October 30, 2013

Mr. Jim Sinnott  
Director of Maintenance  
Newfoundland & Labrador English School District  
Suite 601, Atlantic Place  
215 Water Street  
St. John's, Newfoundland  
A1C 6C9

Dear Mr. Sinnott:

Re: School Inspection Reports – Woodland Elementary, Dildo.

The following deficiencies were found during a routine Environmental Health Inspection:

- Clean water fountains
- Repair hole in wall in Classroom 5
- Most rooms require touch up painting including window trim and doors
- Screens required on windows

If you have any questions regarding this report, please feel free to contact the undersigned by telephoning 945-3106.

Yours sincerely,

Paul Noseworthy  
Paul Noseworthy  
Environmental Health Officer

Enclosure
**SCHOOL INSPECTION REPORT**

**WATER SUPPLY**
- Municipal: ✔
- Private: ☐
- Water Sample Reported: Yes, ✔
- Chlorine Residual: ✔
- Fountains: ✔
- Water Pressure: ✔
- Water Systems Flushed: ✔

**SEWAGE DISPOSAL**
- Municipal: ✔
- Private: ☐
- Condition: ✔
- Construction: ✔
- Exterior: ✔
- Floor: ✔
- Walls: ✔
- Ceilings: ✔
- Windows/Entrance: ✔
- Lighting: ✔
- Corridors: ✔
- Classrooms: ✔
- Gymnasium: ✔
- Stairways: ✔
- Other: ✔
- Ventilation: ✔
- Natural: ✔
- Mechanical: ✔
- Washrooms: ✔
- Lighting: ✔
- Ventilation: ✔
- Cleanliness: ✔
- Toilets: ✔
- Washbasins: ✔
- Showers: ✔
- Handtowels/Dryers: ✔
- Toilet Paper: ✔
- Soap/Dispensers: ✔
- General Sanitation: ✔
- Classrooms: ✔
- Corridors/Stairwells: ✔
- Gymnasiums: ✔
- Cafeteria/Lunchroom: ✔
- Other: ✔
- Laboratory/Industrial Arts: ✔
- First Aid Kit: ✔
- Fire Blankets: ✔
- Eye Wash Station(s): ✔
- Chemical Storage: ✔
- Ventilation (Exhaust Hood): ✔
- Safety/Injury Prevention: ✔
- Playground(s): ✔
- Equipment: ✔
- Grounds: ✔
- Supervision: ✔
- Fire Safety: ✔
- Emergency: ✔
- Panic Hardware: ✔
- Fire Drills: ✔
- Electrical: ✔
- Other: ✔
- Hearing: ✔
- Garbage Disposal: ✔
- Cleaners/Disinfectants: ✔
- (Storage): ✔
- Pest Control: ✔

---

**SCHOOL**
- Woodland Elementary

**LOCATION**
- Ponds

**TELEPHONE**
- Phone: ✆ 738-0598

**BOARD SUPERINTENDENT**
- Name: Arlene Massam

**GRADES**
- K-6

**PRINCIPAL**
- Name: Carolanne Herrmann

**ENROLLMENT**
- 158

**NO. OF CLASSROOMS**
- 19

**NO. OF STAFF**
- 7

---

**PART 1 CRITICAL ITEMS**
**ITEMS TO BE CORRECTED IMMEDIATELY**

- Clean water fountains

---

**PART 2 SANITATION, DESIGN AND MAINTENANCE**

<table>
<thead>
<tr>
<th>Compliance Time</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Repair hole in wall in Classroom 5</td>
</tr>
<tr>
<td></td>
<td>Most rooms require repainting, including windows, trim, and doors.</td>
</tr>
<tr>
<td></td>
<td>Screens required on windows</td>
</tr>
</tbody>
</table>

---

**ENVIRONMENTAL HEALTH OFFICER**
- Signature: Paul Massey

**DATE**
- Oct 15, 2013

**RECEIVED BY**
- Signature: Lawrence Duenas

**TIME**
- 11:00

---

1ST COPY - SCHOOL BOARD
2ND COPY - SCHOOL PRINCIPAL
3RD COPY - OFFICE COPY
October 29, 2012

Mr. Pat Royle  
Eastern School District  
Suite 601, Atlantic Place  
215 Water Street  
St. John's, Newfoundland  
A1C 6C9

Dear Mr. Royle:

Re: School Inspection Reports – Woodland Elementary, Dildo.

The following deficiencies were found during a routine Environmental Health Inspection:

- Replace any stained ceiling tile
- Repair window latches in Room #10, #12 and clean all window frames

If you have any questions regarding this report, please feel free to contact the undersigned by telephoning 945-3106.

Yours sincerely,

Paul Noseworthy  
Environmental Health Officer

(dm)

enclosure

cc Albert Pynn, Avalon West Office, Bay Roberts
**PART 1  CRITICAL ITEMS**

**ITEMS TO BE CORRECTED IMMEDIATELY**

- [ ]
- [ ]
- [ ]

**PART 2  SANITATION, DESIGN AND MAINTENANCE**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>COMPLIANCE TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Repair windown satches in room 10, 12</td>
<td></td>
</tr>
</tbody>
</table>
2. Clean all window frames | 
3. Replace non-stained ceiling tiles | 

**ENVIRONMENTAL HEALTH OFFICER**

- [Signature]

**DATE**
- Oct 17, 12

**TIME**
- 11:30

1st COPY - SCHOOL BOARD
2ND COPY - SCHOOL PRINCIPAL
3RD COPY - OFFICE COPY
October 27, 2011

Mr. Pat Royle
Eastern School District
Suite 601, Atlantic Place
215 Water Street
St. John's, Newfoundland
A1C 6C9

Dear Mr. Royle:

Re: School Inspection Reports – Woodland Elementary, Dildo.

The following deficiencies were found during a routine Environmental Health Inspection.

- Repair cover on soap dispenser in Boys washroom (Music Room)
- Boys washroom – repair wall board that is not glued to the wall (next to office)
- Replace heater cover in Classroom 6
- Paint kindergarten washroom
- No screens on windows

If you have any questions regarding this report, please feel free to contact the undersigned by telephoning 945-3106.

Yours sincerely,

Paul Noseworthy
Environmental Health Officer

/dm

enclosure

c Albert Pynn, Avalon West Office, Bay Roberts
Woodland Elementary

LOCATION: Portugal

GRADE: K-12

ENROLLMENT: 104

TELEPHONE: 

PART 1: CRITICAL ITEMS

TELEPHONE

PART 2: SANITATION, DESIGN AND MAINTENANCE

Paint - kindergarten classroom

No. Small balls or equipment.

ENVIRONMENTAL HEALTH OFFICER: Paul McGarrity

DATE: Sept. 28, 1971

RECEIVED BY: Kerriwee Dickson

TIME: 12:30
October 26, 2010

Mr. Pat Royle
Eastern School District
Suite 601, Atlantic Place
215 Water Street
St. John's, Newfoundland
A1C 6C9

Dear Mr. Royle:

Re: School Inspection Reports – Woodland Elementary, Dildo.

The following deficiencies were found during a routine Environmental Health Inspection.

- classrooms missing mouldings, require replacement.
- routine painting required throughout the building.
- no screens on any windows.

If you have any questions regarding this report, please feel free to contact the undersigned by telephoning 945-3107.

Yours sincerely,

[Signature]

Paul Noseworthy
Environmental Health Officer

/dm

enclosure

c Albert Pynn, Avalon West Office, Bay Roberts
### School Inspection Report

#### School Information
- **School:** Portland Elementary
- **Location:**
- **Board Superintendent:**
- **Principal:** Lorraine Hannam
- **Enrollment:** 1,923
- **Telephone:**
- **Telephone:**
- **Telephone:**
- **Telephone:**
- **Telephone:**

#### Critical Items
**Items to be Corrected Immediately**

#### Sanitation, Design and Maintenance

<table>
<thead>
<tr>
<th>Classroom</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom 10</td>
<td>Missing molding requires replacement</td>
</tr>
<tr>
<td></td>
<td>Routine painting required throughout the building</td>
</tr>
<tr>
<td></td>
<td>No screens on any windows</td>
</tr>
</tbody>
</table>

#### Compliance Time
- **Environment Health Officer:**
- **Date:** 8/8/00
- **Received By:**
- **Time:** 12:15
<table>
<thead>
<tr>
<th>TO:</th>
<th>Bob Whitten</th>
<th>FROM:</th>
<th>Barb Orrenop</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOC.:</td>
<td></td>
<td>TITLE:</td>
<td></td>
</tr>
<tr>
<td>FAX #:</td>
<td></td>
<td>PHONE:</td>
<td></td>
</tr>
<tr>
<td>DATE:</td>
<td>Feb 11/11</td>
<td>#PAGES:</td>
<td>4 (incl. cover)</td>
</tr>
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</table>

COMMENTS/INSTRUCTIONS:

As per Calvin's request.
<table>
<thead>
<tr>
<th>TO:</th>
<th>Bob Whitten</th>
<th>FROM:</th>
<th>Bart Bishop</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCATION:</td>
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<tr>
<td>DATE:</td>
<td>Feb 11/17</td>
<td># PAGES:</td>
<td>4 (incl. cover)</td>
</tr>
</tbody>
</table>

COMMENTS/INSTRUCTIONS:

As per Calvin's request.

IF YOU DO NOT RECEIVE ALL PAGES INDICATED PLEASE CONTACT SENDER AS SOON AS POSSIBLE. FAX: (709) 945-3114 TELEPHONE: (709) 945-3106/3107
February 11, 2011

Mr. Calvin Adams
Manager of Operations


As per your request a follow up inspection on the action plan for Woodland Elementary was conducted over the past week. As seen on the report, all items have been completed except for the following:

- mechanical ventilation system throughout the building is still under funding request and still pending.

- there are still no screens on any windows, however due to the age of the windows this may not be possible.

If you have any questions regarding this report, please feel free to contact the undersigned by telephoning 945-3107.

Yours sincerely,

[Signature]
Paul Noseworthy
Environmental Health Officer

/dm
TO: Calvin Adams
FROM: Paulette Crane

FAX NUMBER: 945-3114
DATE: March 8, 2010

SUBJECT:

PAGES: 3
(including cover sheet)

COMMENTS:

[Handwritten comments]

[Signature]
# Eastern School District
## Action Plan (Update Nov. 28, '09)
### School: Woodland Elementary
#### Enhanced School Inspection

**Date of Inspection:** June 15, 2009  
**Report Generated:** October 23, 2009

<table>
<thead>
<tr>
<th>Recommendation</th>
<th>Item Responded To By</th>
<th>Response / Action Plan</th>
<th>Completion Date</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check all windows for structural integrity &amp; replaced if required</td>
<td>Tom Noseworthy</td>
<td>Windows inspected – replace rubber trim on a window in Room 6</td>
<td>Dec. 15, '09</td>
<td>No screen on windows, this is hard to do due to age of windows.</td>
</tr>
<tr>
<td>Trim or remove vegetation behind school</td>
<td>Tom Noseworthy</td>
<td>Completed</td>
<td></td>
<td>Done</td>
</tr>
<tr>
<td>Replace stained ceiling tile in classroom #3</td>
<td>Tom Noseworthy</td>
<td>Completed</td>
<td></td>
<td>Done</td>
</tr>
<tr>
<td>Repair floor tile in hall outside classroom #3</td>
<td>Tom Noseworthy</td>
<td>Completed</td>
<td></td>
<td>Done</td>
</tr>
<tr>
<td>Install mechanical ventilation system in washrooms</td>
<td>Tom Noseworthy</td>
<td>Completed</td>
<td></td>
<td>Done</td>
</tr>
<tr>
<td>Replace stained ceiling tiles in Cafeteria / Basement</td>
<td>Tom Noseworthy</td>
<td>Completed as and when required</td>
<td></td>
<td>Additional ceiling tiles have been ordered - custodians have been directed to remove and replace</td>
</tr>
</tbody>
</table>

*Paul Noseworthy  
⑦ Feb. 10, 2011*
<table>
<thead>
<tr>
<th>RECOMMENDATION</th>
<th>ITEM RESPONDED TO BY</th>
<th>RESPONSE / ACTION PLAN</th>
<th>COMPLETION DATE</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Repair leaking plumbing in Cafeteria / Basement</td>
<td>Tom Noseworthy</td>
<td>Completed</td>
<td></td>
<td>stained ceiling tiles if and when required. Toilets overflow on occurrence – washrooms inspected 3 times daily</td>
</tr>
<tr>
<td>Install mechanical ventilation system to enhance air flow throughout building</td>
<td>Tom Noseworthy</td>
<td>Funding required</td>
<td></td>
<td>Capital funding requested still pending</td>
</tr>
<tr>
<td>Inspect roof to determine if replacement needed</td>
<td>Tom Noseworthy</td>
<td>Roof inspected</td>
<td></td>
<td>Good condition no visible stains or water damage</td>
</tr>
<tr>
<td>Check source of water infiltration</td>
<td>Tom Noseworthy</td>
<td>Inspection completed</td>
<td></td>
<td>No current water infiltration ok</td>
</tr>
<tr>
<td>Conduct Hazmat</td>
<td>Tom Noseworthy</td>
<td>Completed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check building envelope &amp; make repairs where necessary</td>
<td>Tom Noseworthy</td>
<td>Envelope inspected – basement door requires repair</td>
<td>Dec. 15, '09</td>
<td></td>
</tr>
</tbody>
</table>