

VENTILATION SYSTEM OVERVIEW

This template has been developed to support school districts in sharing information on ventilation systems at the school level. This includes information on how systems meet requirements for regular inspection and maintenance, and additional mitigations that have been put in place to promote student and staff safety throughout the pandemic.

School District:	35 - Langley
School Name:	Willoughby Elementary
REQUIREMENT: Regular inspection and maintenance of HVAC systems	Yes/No: Yes
	Date of last inspection: 2024-08-26
	Date of next inspection: 2025-08-27
	Date and type of most recent maintenance: Boiler service and cleaning.
RECOMMENDATION: Increase supply of outside air	Yes/No: Yes
	Detail: 2 hour morning fresh air flush.
RECOMMENDATION: Upgrade filtration, including installing MERV-13 filters, where possible	Yes/No: Yes
	Detail (Including filter grade): MERV-13
RECOMMENDATION: Use other air cleaning or treatment technologies	Yes/No: No
	Detail:
RECOMMENDATION: Manage energy use and air distribution through building automation control systems	Yes/No: Yes
	Detail: Delta Controls
Other Relevant Information:	1. Airflow Doubled: Doubled the amount outside air that comes into the schools, ensuring 6 air changes of clean air every hour. (From 10% to 20% damper openings)

	<ul style="list-style-type: none">2. CO₂ set point lowered: Lowered the set point in all schools with the CO₂ sensors to ensure a higher concentration of outside air during occupancy.3. Fan Speeds Increased: Set fan speeds in gyms in all schools to 100% during occupancy.4. Occupancy sensors: Change all occupancy sensors timers to 2 hours to reduce the chance of stale air in all rooms.
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