

## 7005 - Odyssey Charter School Fragrance-Free Policy

A fragrance-free environment helps create a safe and healthy atmosphere for students and staff. Fragrances from personal care products, air fresheners, candles and cleaning products have been associated with adversely affecting a person's health including headaches, upper respiratory systems, shortness of breath, and difficulty with concentration. Students and staff with allergies and asthma report that certain odors, even small amounts, can cause asthma symptoms. All Odyssey Charter School, Inc. (OCS) schools use "green" cleaning products and follow best practices to limit exposure to cleaning chemicals if fragrance exists in the product. OCS recognizes the hazards caused by exposure to scented products and has developed the following policy to provide a fragrance-free environment for all students, staff and visitors to keep a safe and healthy atmosphere. This policy applies to students, staff, and visitors to all OCS schools.

### Policies

1. OCS expects that all classrooms, offices, restrooms and additional spaces used by students, staff and visitors remain free of scented products.
2. Personal care products such as cologne, perfume, aftershave lotions, scented lotions, fragranced hair products and/or similar products are not to be worn in school facilities, school buses and company owned vehicles.
3. Use of air fresheners and candles is prohibited from school facilities, school buses and company owned vehicles.
4. Use of cleaning products other than those purchased by the school are prohibited for cleaning classrooms and personal workspaces.

### Procedure

1. Students, staff and visitors will be informed of the OCS Fragrance-free Policy through signs posted throughout the schools, buses, and company owned vehicles.
2. Visitors will be informed of the OCS Fragrance-free Policy by school staff, calendar meeting invitations, email correspondences and signs posted throughout the schools.

**Sample email message for guests:** *"This is a fragrance-free school environment. Thank you for not wearing any of the following during your visit: cologne, after shave lotion, perfume, perfumed hand lotion, fragranced hair products, and/or similar products. Our chemically-sensitive students and staff thank you."*

3. Violations of this policy will be subject to the school's code of conduct and employee standard disciplinary procedure.