



SISC BULLETIN

SELF-INSURED SCHOOLS of CALIFORNIA

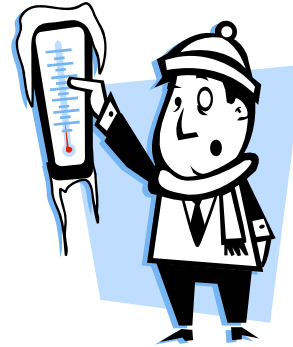
Schools
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Schools

November 2009

TO: District Superintendents
Maintenance Directors
SISC II Member Districts

FROM: Timothy L. Beard
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SUBJECT: **Preventing Water Damage Due to Freezing**



Many SISC member districts experience water damage during the winter because of freezing conditions. The purpose of this bulletin is to provide you with some quick tips and reminders to help prevent your district from becoming a victim of the freezing months.

When the temperature falls below 30° F, especially for several days in a row, the following recommendations will help reduce water damage losses. Additionally, it would be prudent for you to have a designated person to check buildings for water damage after a weekend, a holiday, or when a facility is closed for an extended period of time.

- Keep the inside-building temperature at 60 degrees or higher even if the building is going to be unoccupied for an extended period of time.
- Wrap all water pipes (including fire sprinkler pipes) closest to exterior walls in attics and crawl spaces with pipe insulation. This can prevent freezing, especially for interior pipes that run along outside walls.
- Open cabinet doors below sinks to allow heat from the room to circulate.
- Insulate all exposed exterior water pipes.
- Evaporative coolers and water-cooled cooling towers should be drained and shut down according to the manufacturer's instructions.
- Close all windows or open-air vents in basements and attics near water pipes; freezing temperatures combined with wind drafts can cause pipes to freeze more frequently.
- Insulate unheated areas of building where water lines are located.
- Caulk and weather-strip doors and windows in mechanical rooms to reduce wind drafts.
- Detach all gardening hoses and shut-off water supply to outside faucets if possible.
- Insulate or install faucet covers on all external faucets.
- Identify the location of the main water valve (learning the location of these valves may come in handy during an emergency).

Once a pipe ruptures, extensive water damage can occur in a very short amount of time. A little extra effort with the minimal expense of pipe insulation can go a long way in protecting the district's buildings and property. If you have any questions involving this concern, please contact your Safety and Loss Control Specialist.

TLB:sh

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