# Prepare Your Campus for Winter

SIA districts have experienced large storm-related losses in recent years that could have been avoided with a little preventative maintenance. To reduce loss, we recommend the following:

* Check roofs
	+ Check for evidence of leaks
	+ Look for standing water, bubbles, or tears and cracks in roof covers
	+ Check parapet walls with your hands for bounce back. Walls should be solid, not spongey.
	+ Check for gaps or broken roof flashing
	+ Clear debris on roofs and in gutters and downspouts
	+ Check gutters and downspouts for leaks and ensure they are secure to the building
	+ Consider fresh coats of paint for weather proofing help
	+ Have a plan to respond to roof leaks
		- Stock any necessary repair materials
		- Review tasks and responsibilities with staff
* Visually check all storm drains and pipes for debris. Leaves, garbage and other materials blocking our drainage systems can back up water and destroy floors and walls.
* Check shade structures and storage areas to ensure they are secure to prevent wind damage.
* Check electrical
	+ Develop a plan for an electrical failure
	+ Review the correct way to turn off electrical hazards in flooding zones.
* Visually inspect window seals
* Ensure that emergency equipment has been serviced and is properly fueled and lubricated.
	+ Emergency equipment may include backup generators, wet vacs, sump pumps
* Trim overhanging trees. Remove dead trees or dead limbs.
* If you have pipes that are exposed to cold air, interior and exterior, make sure they are fitted with proper insulation.
* Winterize sprinkler systems according to the manufacturer’s recommendations. Blowing out excess water with a compressor may be the best way to prevent frozen and broken pipes.

A little preventative maintenance now can save your district thousands of dollars in deductibles and future contributions to the SIA pool.