

## ADA Compliance Checklist for Rappahannock County Public Schools

Location Rappahannock County High School

12576 Lee Highway Washington VA 22747

### Priority 1: Accessible Approach and Entrance

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
At least one accessible route from public transportation stops, accessible parking, and public streets to accessible entrance	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible parking spaces available (1 per 25 spaces, minimum 1)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	.
Accessible parking spaces located on shortest accessible route to entrance	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Curb ramps provided where accessible route crosses curbs	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
At least one accessible entrance (32" minimum clear width when open 90°)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible entrance clearly marked if not primary entrance	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Install directional signage with International Symbol of Accessibility pointing to accessible entrance from main entrance.
Door hardware operable with closed fist (lever handles, push/pull hardware)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

Is this van accessible with at least 8 ft wide and at least 8 ft high clearance?	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Picnic table by cafeteria parking needs to be moved
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### Priority 2: Access to Goods and Services

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route to all public areas (classrooms, cafeteria, library, gymnasium)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Accessible route to all student service areas (main office, counseling, health services)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Ramps have maximum 8.33% slope with landings every 30' of horizontal run	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Elevators available for multi-story buildings serving public areas	<input type="checkbox"/> Yes    No <input type="checkbox"/>	N/A
Corridor width minimum 36" (44" preferred in schools)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Accessible seating in assembly areas (auditorium, gymnasium) minimum 1% of total seating	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	

### Priority 3: Usability of Restrooms

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
At least one accessible	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	Modify existing restroom or

restroom per floor or one unisex accessible restroom		create new accessible facility. Ensure 30" x 48" clear floor space at each fixture.
Accessible route to restrooms with appropriate signage	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Install directional signage and ensure route meets width and surface requirements.
Restroom door width minimum 32" clear when opened 90°	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Door hardware operable with closed fist	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Toilet stall door width minimum 32" with latch operable with closed fist	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Toilet height 17"-19" above floor	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Grab bars: side wall 42" minimum length, rear wall 36" minimum length, 1¼"-2" diameter	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Install properly reinforced grab bars 33"-36" above floor. Use contrasting colors for visibility.
Clear floor space 30" x 48" at toilet	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	Relocate or remove obstacles. May require stall enlargement or reconfiguration.
Sink knee clearance 27" high minimum, 30" wide minimum, 11"-25" deep	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Sink faucets operable with closed fist	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Mirror bottom edge maximum 40" above floor	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Lower existing mirror or install additional lower mirror. Ensure minimum 30" x 40" size.

**Priority 4: Additional Access**

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Drinking fountains: 50% accessible (27" high spout) and 50% standard height	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Controls and operating mechanisms 15"-48" above floor (light switches, thermostats, etc.)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Storage areas have adjustable shelving or shelves at various heights	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Work surfaces at accessible height (28"-34" high) with knee clearance	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Emergency evacuation procedures include provisions for people with disabilities	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

**Classroom-Specific Requirements**

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Minimum 5% of student desks/tables at accessible height (29"-34" high)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Clear floor space 30" x 48" at accessible desks	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible route between all desks and instructional areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Chalkboards/whiteboards:	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

accessible portion 26"-36" above floor		
Projection screens viewable from accessible seating areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Technology/computer stations accessible (2% minimum, but at least one per classroom)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

### Library/Media Center Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route to all library areas and collections	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Reading tables at accessible height (maximum 34" high with knee clearance)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible book stacks: minimum 36" wide aisles	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible book return slots (15"-48" above floor)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible checkout counter with portion maximum 36" high	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Install a lower checkout table

### Cafeteria/Food Service Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route through serving line	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible serving	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

counters: portion of each type maximum 34" high		
Self-service shelves/dispensers at accessible height (15"-48")	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
5% of seating at accessible tables (29"-32" high with knee clearance)	<input type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible route to all seating areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

### **Gymnasium/Physical Education Areas**

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route to gymnasium floor and spectator areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible spectator seating (1% of total, minimum 4 spaces)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible route to locker rooms and changing areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible lockers: 5% at various heights including some 15"-48" above floor	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible changing area with bench 17"-19" high	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible showers with fold-down seat and grab bars	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Install fold down seats with required grab bars and controls.

### **Signage Requirements**

Required Element	Compliant (Y/N)	Steps to Compliance (Type
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		here)
Room identification signs with raised characters and Braille	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Install compliant signs 48"-60" above floor, on wall adjacent to latch side of door.
Directional signs to accessible features (restrooms, elevators, ramps)	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Install overhead or post-mounted signs with International Symbol of Accessibility.
Visual contrast between sign background and text (70% minimum)	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Replace non-compliant signs with appropriate color contrast combinations.
Sans serif fonts with character height 5/8" to 2" based on viewing distance	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Ensure text meets size and font requirements for visual accessibility.

### Communication Access

Required Element	Compliant (Y/N)	
Assistive listening systems in assembly areas (auditorium, large meeting rooms)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Visual notification systems (fire alarms) in common areas	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Accessible public address systems with volume control	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
TTY access or equivalent communication device available	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	

### Miscellaneous Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible staff work areas for employees with disabilities	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible guest/visitor parking appropriately marked and located	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Provide designated accessible parking for visitors near main entrance with proper signage.
Snow removal procedures prioritize accessible routes	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Regular accessibility maintenance program established	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Staff training on disability awareness and accommodation procedures	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible transportation loading zones	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Emergency procedures accommodate people with disabilities	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	



## ADA Compliance Checklist for Rappahannock County Public Schools

Location Rappahannock County Elementary School

34 Schoolhouse Rd Washington, VA 22747

### Priority 1: Accessible Approach and Entrance

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
At least one accessible route from public transportation stops, accessible parking, and public streets to accessible entrance	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible parking spaces available (1 per 25 spaces, minimum 1)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible parking spaces located on shortest accessible route to entrance	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Curb ramps provided where accessible route crosses curbs	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
At least one accessible entrance (32" minimum clear width when open 90°)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible entrance clearly marked if not primary entrance	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Door hardware operable with closed fist (lever handles, push/pull hardware)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Is this van accessible with at least 8 ft wide and at least 8 ft high clearance?	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	Ensure van-accessible parking space is at least 8 ft wide with an adjacent 8 ft access aisle, and vertical clearance of at least 98 inches for vans.

**Priority 2: Access to Goods and Services**

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route to all public areas (classrooms, cafeteria, library, gymnasium)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Accessible route to all student service areas (main office, counseling, health services)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Ramps have maximum 8.33% slope with landings every 30' of horizontal run	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Elevators available for multi-story buildings serving public areas	<input type="checkbox"/> Yes    No <input type="checkbox"/>	N/A
Corridor width minimum 36" (44" preferred in schools)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Accessible seating in assembly areas (auditorium, gymnasium) minimum 1% of total seating	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	

**Priority 3: Usability of Restrooms**

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
At least one accessible restroom per floor or one unisex accessible restroom	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Accessible route to restrooms with appropriate signage	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Need to install signage
Restroom door width minimum 32" clear when	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	

opened 90°		
Door hardware operable with closed fist	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Toilet stall door width minimum 32" with latch operable with closed fist	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Toilet height 17"-19" above floor	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Grab bars: side wall 42" minimum length, rear wall 36" minimum length, 1¼"-2" diameter	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Need to add rear wall handrail on 3 <sup>rd</sup> /4 <sup>th</sup> hallway
Clear floor space 30" x 48" at toilet	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Sink knee clearance 27" high minimum, 30" wide minimum, 11"-25" deep	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Sink faucets operable with closed fist	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Mirror bottom edge maximum 40" above floor	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Need to lower mirror

#### Priority 4: Additional Access

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Drinking fountains: 50% accessible (27" high spout) and 50% standard height	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Install hi-lo drinking fountains or provide cup dispensers at accessible units. Ensure knee clearance and operable controls.
Public telephones: 25% accessible with maximum	<input type="checkbox"/> Yes   No <input type="checkbox"/>	N/A

48" high operating controls		
Controls and operating mechanisms 15"-48" above floor (light switches, thermostats, etc.)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Storage areas have adjustable shelving or shelves at various heights	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Work surfaces at accessible height (28"-34" high) with knee clearance	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Emergency evacuation procedures include provisions for people with disabilities	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

### Classroom-Specific Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Minimum 5% of student desks/tables at accessible height (29"-34" high)	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Purchase height-adjustable desks or provide fixed-height accessible workstations distributed throughout classroom areas.
Clear floor space 30" x 48" at accessible desks	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	Arrange classroom furniture to provide adequate maneuvering space. Consider clustered arrangement for flexibility.
Accessible route between all desks and instructional areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	Maintain 36" wide aisles between desk rows. Relocate furniture as needed for accessibility.
Chalkboards/whiteboards: accessible portion 26"-36" above floor	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Projection screens viewable from accessible seating areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

Technology/computer stations accessible (2% minimum, but at least one per classroom)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
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### Library/Media Center Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route to all library areas and collections	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Reading tables at accessible height (maximum 34" high with knee clearance)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible book stacks: minimum 36" wide aisles	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible book return slots (15"-48" above floor)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible checkout counter with portion maximum 36" high	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	New lower checkout will be ordered

### Cafeteria/Food Service Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route through serving line	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible serving counters: portion of each type maximum 34" high	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Self-service shelves/dispensers at accessible height (15"-48")	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
5% of seating at accessible tables (29"-32" high with knee clearance)	<input type="checkbox"/> Yes   No <input checked="" type="checkbox"/>	Install accessible seating
Accessible route to all	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	.

seating areas		
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### Gymnasium/Physical Education Areas

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route to gymnasium floor and spectator areas	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible spectator seating (1% of total, minimum 4 spaces)	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible route to locker rooms and changing areas	<input type="checkbox"/> Yes   No <input type="checkbox"/>	N/A
Accessible lockers: 5% at various heights including some 15"-48" above floor	<input type="checkbox"/> Yes   No <input type="checkbox"/>	N/A
Accessible changing area with bench 17"-19" high	<input type="checkbox"/> Yes   No <input type="checkbox"/>	N/a
Accessible showers with fold-down seat and grab bars	<input type="checkbox"/> Yes   No <input type="checkbox"/>	N/A

### Playground/Outdoor Areas

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible route to playground from parking and building	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible play components based on total number provided	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	
Accessible surfacing under and around play equipment	<input checked="" type="checkbox"/> Yes   No <input type="checkbox"/>	

### Signage Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
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		here)
Room identification signs with raised characters and Braille	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Install compliant signs 48"-60" above floor, on wall adjacent to latch side of door.
Directional signs to accessible features (restrooms, elevators, ramps)	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Install overhead or post-mounted signs with International Symbol of Accessibility.
Visual contrast between sign background and text (70% minimum)	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Replace non-compliant signs with appropriate color contrast combinations.
Sans serif fonts with character height 5/8" to 2" based on viewing distance	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Ensure text meets size and font requirements for visual accessibility.

### Communication Access

Required Element	Compliant (Y/N)	
Assistive listening systems in assembly areas (auditorium, large meeting rooms)	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Visual notification systems (fire alarms) in common areas	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Accessible public address systems with volume control	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
TTY access or equivalent communication device available	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	

### Miscellaneous Requirements

Required Element	Compliant (Y/N)	Steps to Compliance (Type here)
Accessible staff work areas for employees with	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	Ensure common use circulation paths are

disabilities		accessible. Provide accessible route to work areas upon request.
Accessible guest/visitor parking appropriately marked and located	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	Provide designated accessible parking for visitors near main entrance with proper signage.
Snow removal procedures prioritize accessible routes	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	Develop maintenance plan ensuring accessible routes are cleared first and maintained throughout winter.
Regular accessibility maintenance program established	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	
Staff training on disability awareness and accommodation procedures	<input type="checkbox"/> Yes    No <input checked="" type="checkbox"/>	Implement regular training program for all staff on ADA requirements and interaction with students with disabilities.
Accessible transportation loading zones	<input checked="" type="checkbox"/> Yes    No <input type="checkbox"/>	

**Documentation:** Maintain records of all accessibility improvements and ongoing maintenance for compliance verification.

**Resources:**

- 2010 ADA Standards for Accessible Design
- ADA.gov compliance resources
- State accessibility codes
- Professional accessibility consultants