



School:

Date:

ROOM NAME	ARCH. ROOM	ARCH. DOOR NO.	SIGN NAME	SIGN TYPE													
				1	2	3	4	4a	4b	4c	4d	5	5a	6	7	8	8a
SCHOOL ENTRY SIGNAGE																	
General (reverse applied to glass from interior of school)			Visitors must report to Main Office														X
ADMINISTRATION																	
General Office			Main Office													X	
HEALTH AREA																	
Health Room			Symbols Health Room							X							
Health Room Washroom			Symbols Washroom			X											
GUIDANCE AREA																	
Guidance Room			Guidance													X	
STAFF AREAS																	
Staff Room			(insert #) _____ Staff Room		X												
General Staff Workroom (First Floor)			(insert #) _____ Staff Workroom		X												
General Staff Workroom (Second Floor)			(insert #) _____ Staff Workroom		X												
Staff Photocopying Room (First Floor)			(insert #) _____ Staff Copy	X													
Staff Photocopying Room (Second Floor)			(insert #) _____ Staff Copy	X													



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				1	2	3	4	4a	4b	4c	4d	5	5a	6	7	8
KINDERGARTENS																
Kindergarten Rooms			(insert #) _____ Kindergarten	X												
			(insert #) _____ Kindergarten	X												
			(insert #) _____ Kindergarten	X												
			(insert #) _____ Kindergarten	X												
			(insert #) _____ Kindergarten	X												
CLASSROOMS																
General Classrooms (First Floor)			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
General Classrooms (Second Floor)			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												
			(insert #) _____ Classroom	X												



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SPECIAL EDUCATION AREA																	
Special Ed. Classroom			(insert #) _____ Classroom	X													
Special Ed. Seminar Room (from corridor)			(insert #) _____ Seminar	X													
Special Ed. Withdrawal Room (from corridor)			(insert #) _____ Seminar	X													
UNASSIGNED SEMINAR ROOMS(CORRIDOR)																	
General (First Floor)			(insert #) _____ Seminar	X													
			(insert #) _____ Seminar	X													
General (Second Floor)			(insert #) _____ Seminar	X													
			(insert #) _____ Seminar	X													
SCIENCE AREA																	
Science Room			(insert #) _____ Science Lab		X												
ART AREA																	
Art Room			(insert #) _____ Art	X													
P.I.P AREA																	
Planning for Independence			(insert #) _____ Classroom	X													
Barrier-Free Washroom (within P.I.P. Area)			Symbols Washroom			X											
LIBRARY RESOURCES CENTRE																	
Library Resource			Library													X	
Seminar Rooms (within Library Area)			A Seminar	X													
			B Seminar	X													
Library A.V. Storage Room (from corridor)			(insert #) _____ A.V. Storage	X													
Library Computer Laboratory (from Corridor)			(insert #) _____ Computer Lab		X												



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PHYSICAL EDUCATION AREA																	
General Gymnasia (at each interior entry)			General Purpose Room														X
Stage Stair (entry from corridor)			(insert #) _____ Stage	X													
Changerooms (Male) (at each entry)			Symbol Boys Changeroom					X									
Changerooms (Female) (at each entry)			Symbol Girls Changeroom						X								
Gym Storage (within Gymnasia)			A Storage	X													
			B Storage	X													
			C Storage	X													
CUSTODIAL AREA																	
Main Custodial Office			(insert #) _____ Custodial Services		X												
General Custodial Rooms (Corridor First Floor)			(insert #) _____ Custodial	X													
			(insert #) _____ Custodial	X													
General Custodial Rooms (Corridor Second Floor)			(insert #) _____ Custodial	X													
			(insert #) _____ Custodial	X													
ACADEMIC AND CUSTODIAL STORAGE AREAS(CORRIDOR)																	
Storage (First Floor)			(insert #) _____ Storage	X													
			(insert #) _____ Storage	X													
			(insert #) _____ Storage	X													
			(insert #) _____ Storage	X													
Storage (Second Floor)			(insert #) _____ Storage	X													
			(insert #) _____ Storage	X													
			(insert #) _____ Storage	X													



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				1	2	3	4	4a	4b	4c	4d	5	5a	6	7	8	8a
SERVICE AREAS																	
Server Room (First Floor)			S 1-1 Server Authorized Entry Only			X											
Server Room (Second Floor)			S 2-1 Server Authorized Entry Only			X											
Recycling Room			R 1-1 Recycling Authorized Entry Only			X											
Irrigation Room			I 1-1 Irrigation Authorized Entry Only			X											
Sprinkler Room (Exterior)			SP 1-1 Sprinkler Authorized Entry Only			X											
Sprinkler Room (Interior)			SP 1-1 Sprinkler Authorized Entry Only			X											
Electrical Room (First Floor)			E 1-1 Electrical Authorized Entry Only			X											
Electrical Room (Second Floor)			E 2-1 Electrical Authorized Entry Only			X											



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MECHANICAL SERVICES																	
Mechanical Room (First Floor)			M 1-1 Mechanical Authorized Entry Only														
					X												
Mechanical Room (Second Floor)			M 2-1 Mechanical Authorized Entry Only														
					X												
Heat Pump Rooms (First Floor)			HP 1-1 Heat Pump Authorized Entry Only														
					X												
			HP 1-2 Heat Pump Authorized Entry Only														
					X												
Heat Pump Rooms (Second Floor)			HP 2-1 Heat Pump Authorized Entry Only														
					X												
			HP 2-2 Heat Pump Authorized Entry Only														
					X												
		HP 2-3 Heat Pump Authorized Entry Only															
				X													
Machine Room (First Floor)			MA 1-1 Machine Authorized Entry Only														
					X												
Machine Room (Second Floor)			MA 2-1 Machine Authorized Entry Only														
					X												



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WASHROOMS																	
Student Washroom (Male) (First Floor)			Symbol Boys Washroom						X								
Student Washroom (Male) (Second Floor)			Symbol Boys Washroom						X								
Student Washroom (Female) (First Floor)			Symbol Girls Washroom							X							
Student Washroom (Female) (Second Floor)			Symbol Girls Washroom							X							
Staff Washroom (Male) (First Floor)			Symbol Staff Washroom							X							
Staff Washroom (Male) (Second Floor)			Symbol Staff Washroom							X							
Staff Washroom (Female) (First Floor)			Symbol Staff Washroom								X						
Staff Washroom (Female) (Second Floor)			Symbol Staff Washroom								X						
Barrier-Free Washroom (Universal) (First Floor)			Symbols Washroom				X										
Barrier-Free Washroom (Universal) (Second Floor)			Symbols Washroom				X										



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STAIRWELLS / EXITS / AREAS OF REFUGE																
Exit Stairwells (First Floor)			Symbol Exit ____ (insert LETTER) 1st Floor											X		
			Symbol Exit ____ (insert LETTER) 1st Floor											X		
			Symbol Exit ____ (insert LETTER) 1st Floor											X		
			Symbol Exit ____ (insert LETTER) 1st Floor											X		
Exit Stairwells (Second Floor)			Symbol Exit ____ (insert LETTER) 2nd Floor												X	
			Symbol Exit ____ (insert LETTER) 2nd Floor											X		
			Symbol Exit ____ (insert LETTER) 2nd Floor											X		
			Symbol Exit ____ (insert LETTER) 2nd Floor											X		
Exits			EXIT Exit ____ (insert LETTER) 1st Floor												X	
			EXIT Exit ____ (insert LETTER) 1st Floor												X	
Area of Refuge (Second Floor)			Symbol & Arrow right Area of Refuge										X			
			Symbol & Arrow left Area of Refuge										X			
ELEVATORS																
Elevator (First Floor)			Cab Symbol & Arrow Up Elevator For Assistance Contact Office												X	
Elevator (Second Floor)			Cab Symbol & Arrow Down Elevator For Assistance Contact Office												X	
Elevator (Stage Level)			Cab Symbol & Arrow Up/Down Elevator For Assistance Contact Office												X	

