



THE STATE EDUCATION DEPARTMENT THE UNIVERSITY OF THE STATE OF NEW YORK

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To: School Leaders and Board Chairs of Charter Schools

From: David Frank, Executive Director

Date:



## Rest of State Charter Schools

The New York State Education Department (NYSED) Office of Facilities Planning is the Authority Having Jurisdiction for code enforcement for all public schools in New York State outside of New York City.

Schools chartered prior to 2010 are subject to local code enforcement rules and requirements. These schools are required to have an annual fire inspection, after which a Nonpublic School Fire Inspection Report must be submitted to the NYSED Office of Facilities Planning. For these purposes, the Nonpublic School Fire Inspection Report and Manual are used and are available at: [www.p12.nysed.gov/facplan/FireSafety/fire\\_safety\\_report\\_homepage.html](http://www.p12.nysed.gov/facplan/FireSafety/fire_safety_report_homepage.html)

Schools chartered after 2010 must adhere to the same requirements as other public schools, including annual fire inspection requirements. Annual fire inspection due dates are determined by the NYSED Office of Facilities Planning) Following the receipt and review of the annual Public 6 FKRRO )LUH , QVSHFWLRQ 5HSRUW DV ZHG of DW WKH conformance, an annual certificate of occupancy will be issued for that school building. The date for the annual inspection shifts by one month every year to ensure that over the course of time, the facility is inspected during each season. The Nonpublic School Fire Inspection Report and