



# SCHOOL DRINKING WATER TRAINING PROGRAM

## 10 Basic Steps to School Water Testing

This document is intended to serve as basic steps to help schools and child care facilities reduce lead in drinking water. For more information on school drinking water go to [Michigan.gov/SchoolWater](https://Michigan.gov/SchoolWater).

# 10 Basic Steps

- 1** **COMMUNICATE WITH PARENTS & STAFF**  
Show your commitment to protecting children and staff.
- 2** **DO A PLUMBING ASSESSMENT**  
Look for lead plumbing and determine the flow of water through the building.
- 3** **IDENTIFY DRINKING WATER FIXTURES**  
Find and assign a unique code to each fixture in preparation for sampling.
- 4** **DEVELOP A SAMPLING PLAN**  
Develop a Drinking Water Sampling Plan in order to collect proper samples.
- 5** **COLLECT SAMPLES**
- 6** **REVIEW & INTERPRET THE RESULTS**
- 7** **COMMUNICATE RESULTS & RISK REDUCTION ACTIONS TO PARENTS, GUARDIANS, AND STAFF**
- 8** **TAKE CORRECTIVE ACTIONS**
- 9** **ESTABLISH A ROUTINE WATER MOVING PROGRAM**
- 10** **FOLLOW UP**  
Re-sampling and future monitoring

**Before sampling, have a plan for communicating to parents and staff on:**

- What you are doing
- When you will do it
- How you will respond to sample results to protect everyone in the building
- Who to contact for more information



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