

BREAK PREP AND SAFETY CHECKS



CAL POLY
University Housing

Before you leave

- ▶ Close and lock all windows
- ▶ Close drapes and blinds
- ▶ Remove hammocks and wetsuits
- ▶ Save energy — turn off heaters and electronic devices
- ▶ Turn off alarm clocks
- ▶ Remove perishables, keep fridge on
- ▶ Empty trash/recycling
- ▶ Submit a maintenance request in your Housing Portal on My Cal Poly to document and resolve concerns

Staff will look for

- ▶ Open food containers and trash
- ▶ Microbial growth
- ▶ Fire safety concerns
- ▶ Vacant bedspaces that need to be cleared
- ▶ Unlocked doors, open windows, missing screens
- ▶ Missing furniture
- ▶ General safety and maintenance concerns
- ▶ Violations of Housing Policies

Learn more at housing.calpoly.edu/break-prep