KANSAS STATE DEPARTMENT OF EDUCATION

FACT SHEET

Facility Guidelines of Trade & Industry Classrooms/Labs

The facilities are accessible to all populations, clean, attractive, safe, healthy, adequate, and appropriate for the instructional program being offered.

Physical facilities for Trade & Industry programs should include adequate space and utilities in classrooms, laboratories, and production areas that will provide safe and orderly instruction. Both instructional and non-instructional areas, including storage areas, restrooms and offices, should be adequate for the number of students and staff using such areas. Special consideration should be given to students with special needs as well as providing for the special needs of co-ed classes.

According to the state fire marshal, a traditional classroom facility with tables & chairs or desks must provide a minimum of 20square feet of net usable space per student. Net usable space is defined as actual occupied area not including corridors, restrooms, mechanical rooms, and closets. Classrooms that do not meet the minimum size requirements must either be expanded, or the class size limited to meet the standards.

Since Trade & Industry programs include hands-on production activities and laboratory activities within the classroom, the Trade & Industry classroom should be larger than a minimum sized classroom. These rooms require 50 square feet of net usable space per student.

The student-teacher ratio will vary with the program, depending on the number of students to be served, the specific skills to be taught, the size of the facility, and the

methods of instruction to be used. However, reasonable enrollment limits must be maintained to ensure that program objectives may be met in an efficient and effective manner.

For safety reasons, it is recommended that courses involving production activities are limited in enrollment to a size appropriate for the instruction. In addition to the size limitations below, the maximum number of students enrolled in a project or production-based course should be 18 per instructor, fewer if the facilities are more restrictive.

The space requirements for other facility components are less easily defined, depending on the program and how the facility is utilized. Below are listed the recommended sizes of various facility areas, based on a one teacher department. When possible, these guidelines should be followed for the local program.

Facility	Minimum recommended size:
Classroom	20 square feet per student
Production facility	200 square feet per student
Lab storage	320 square feet
Teacher office	120 square feet
Classroom Storage	120 square feet
Computer lab	15 square feet per student
Locker/storage space for student lab clothes and supplies	as needed based on class size
Clean-up/wash basin area	as needed based on class size
Bathroom facilities for male and female students	as needed based on class size

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