

Checklist to chase down leaks

DISCOVER THE PLACES LEAKS MAY BE HIDING IN YOUR SCHOOL

Some leaks require a simple fix. But for others you may want to consult a licensed plumber to stop your running toilet, broken sprinklers, dripping taps, or leaking water supply lines. Here's a checklist of areas where water is often wasted:

TOILETS/CHANGE ROOMS

- ☐ **Toilets:** Listen for running water as sometimes weeping cisterns can be difficult to spot.
- ☐ **Taps and basins:** Listen for drips and tighten the handles where possible.
- ☐ **Shower heads:** Turn on and look for drips or stray sprays that can be stopped with tape.
- ☐ **Under sinks:** Check for pooling water under pipes, rust around joints and edges.

KITCHEN/CANTEEN

- ☐ **Taps:** Listen for drips and tighten the handles or replace fixtures if necessary.
- ☐ **Under sinks:** Check for pooling water under pipes, rust around joints and edges.
- ☐ **Appliances:** Check for pooling water underneath dishwashers and refrigerators with ice makers, which could indicate a supply line leak.
- ☐ **Water heater:** Check beneath the tank for pooling water, rust, or other signs of leakage.

SICK BAY/LAUNDRY

- ☐ **Under sinks:** Check for pooling water under pipes connections.
- ☐ **Washing machine:** Check for pooling water, which could indicate a supply line leak.

UTILITY ROOM

- ☐ **Water heater:** Check beneath the unit for pooling water, rust or other signs of leakage.

DON'T FORGET TO GO OUTSIDE

- ☐ **Hoses:** Ensure tight connections with the hose, inspect to see if the hose washer needs replacing.
- ☐ **In-ground irrigation systems:** Check for broken sprinklers or nozzles spraying in the wrong direction. You may want to consult an irrigation specialist.

EVAPORATIVE COOLERS (ON THE ROOF)

- ☐ **Check** for water leaking from the unit.
- ☐ **Inspect** the float assembly to make sure the water shuts off before reaching the overflow line.
- ☐ **Check** the pan for corrosion which could cause a leak.

WATER ISSUES REGISTER

A problem shared is a problem halved. Download the [Water issues register](#) to help identify the location of leaking or faulty appliances.