

Current Guidelines for Facilities for 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 program shall include adequate space and utilities in classrooms, laboratories, and production areas, which provide for safe and orderly instruction. Both instructional and non-instructional areas, including storage areas, restrooms and offices, shall be adequate for the number of students and staff using such areas. Special consideration shall 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, the classroom facility must provide a minimum of 15 square feet of usable space per student. Usable space is defined as actual space provided for the movement or seating of students. Built in cabinets, storage, audiovisual equipment, production equipment, and other components that take up floor space do not count toward usable space for students. Classrooms that do not meet the minimum size requirements must either be expanded, or the class size limited to meet the standards.

While this is the minimum space requirement for adequate fire safety, there are other concerns to consider. 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.

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 in order 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 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	150 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