



Wastewater Treatment Plant Student Tour Safety Guidelines and General Information

February 2020

This handbook has been designed for students/teachers and other educational groups who wish to tour the ALCOSAN wastewater treatment plant. The information provided in this handbook will provide visitors with practical safety guidelines, general tour information and other relevant information to consider before arrival. Just as you have decided to tour the plant and have expectations of the ALCOSAN staff, we too have expectations of our visitors.

General Tour Information

Tours are conducted from March through October, between the hours of 9 a.m. – 3 p.m., Tuesday through Thursday. Students in grades 4th – 12th are encouraged to visit. Accommodations can be made for students in lower grades on a limited, case-by-case basis.

ALCOSAN requires one chaperone for every 10 students in a single tour group. Upon arrival to the plant, if the ratio of chaperones is less than required, the tour will be suspended.

To schedule a tour of the plant, contact Sherry Greb, Scheduling Assistant at 412-734-6293/Erica LaMar Motley, Manager of Scholastic Outreach and Education Services Department 412-732-8027 or email soevents@alcosan.org.

Safety

Teachers/Chaperones: It is important that you review the enclosed Safety Guidelines Agreement and Safety Rules & General Guidelines for Plant Tours with your students. Each student needs to sign the agreement, as well as the teachers/chaperones and return it to ALCOSAN no later than two weeks before your desired tour date. Please note that your tour will not be confirmed until we have received the signed Safety Guidelines Agreement and you have received written or verbal confirmation.

Please note that safety is our number one priority. Whenever visitors tour the plant, we implement extended safety measures to ensure that each and every visitor receives not only an interesting and educational experience, but also a safe one. Whenever students visit, the concern for safety is maximized. Safety rules and requests of the staff must be followed for the duration of the tour. Any safety equipment distributed to visitors during the tour must be worn throughout the visit, and whenever stated, returned following the tour. (i.e. safety glasses, hard hats, ear plugs.)

The plant is situated on approximately 56 acres and the tour is a walking tour. For these reasons, it is recommended that visitors using crutches, walkers or other devices to assist with mobility refrain from the standard walking tour and opt to visit during our annual Open House in the fall, at which time we offer more suitable accommodations for our guests requiring assistance with mobility. Although visitors will not have direct contact with sewage waste, it is required of all visitors to wash hands before leaving the plant.

Tour Attire

Visitors should arrive wearing comfortable clothing and walking shoes. Tennis shoes or rubber soles are acceptable. The following are not acceptable footwear while touring the plant:

- Open toe shoes (of any kind)
- Slippers
- Flip-flops
- High-heeled shoes
- Shoes with a shiny or slippery sole
- Hats of any kind (unless provided by ALCOSAN)
- Loose or dangling jewelry or clothing

Odors

Please be aware that the possibility of odors do exist. The very nature of what we do is sewage treatment and therefore, odors are a common occurrence in specific areas of the treatment process. While we understand some adolescent reactions to the observance of odors is to be expected, students need to remain composed and respectful to plant personnel and processes while on the tour.

Note: Any odors that may be noticeable in clothing will dissipate after a few hours.

Tour Length

The tour usually lasts between 60-90 minutes depending on the size of your group. Please allow additional time for hand washing upon conclusion of your tour.

Early/Late Arrival

Please make every effort to arrive at your scheduled tour time. If you arrive more than 10 minutes early, your group will be expected to remain on the school bus, or vehicle you arrived in, until your scheduled tour time. The tour guides are expecting you to arrive at the time you requested and therefore will not be available to begin your tour early.

Please notify us as soon as possible if you will arrive late for your scheduled tour so that we can notify the appropriate staff expecting your arrival.

Transportation/Parking

At the time of your request for a tour, you will be asked to notify ALCOSAN of the number of cars or buses expected to transport visitors to and from our facility, and we will arrange for your free on-site parking. Upon arrival to the plant, all visitors must check in at the security office. We ask that all visitors remain on the bus/car until a member of the Scholastic Outreach & Education Department greets you with instructions on how to proceed.

Digital Media and Photography Policy

Cameras and video equipment are not permitted during the tour. Photos are only allowed in certain areas with prior permission from the Scholastic Outreach and Education Department.

Tours and Weather

Most of the tour will take place outdoors. As such, predictions of inclement weather and actual conditions may warrant rescheduling of tours. ALCOSAN will monitor weather predictions within 24 hours of a scheduled tour and contact you if the tour would need to be rescheduled. Additionally, we ask that you monitor weather conditions predicted for your scheduled tour date and reschedule as needed.



Safety Rules & General Guidelines for Plant Tours

- Teachers/chaperones must maintain direct supervision of students at **ALL times**
- Running and/or horseplay are *strictly* prohibited and will not be tolerated for any reason
- Cameras and video equipment are not permitted during the tour. Photos are only allowed in certain areas with prior permission from the Scholastic Outreach and Education Department
- Smoking is not permitted during the tour
- ***No open-toed shoes or sandals are allowed during plant tours***
- You must stay with your assigned group and follow the directions of your tour guide at all times
- Students need to be respectful of the tour guide, listen to the information provided and to the questions asked by peers or teachers/chaperones
- If you need to leave the tour for any reason, please notify your teacher/chaperone or tour guide and you will be escorted from the group to the designated location
- In the case of an emergency, tour guides will direct visitors to safe areas
- Safety glasses are required in the laboratory; glasses will be provided during the tour and must be returned upon completion
- Ear protection is available upon request (some areas of the plant are noisy)
- No gum, food or beverages are permitted during the tour

Please note: Rules are strictly enforced by the ALCOSAN staff. Teachers/chaperones are responsible for reviewing rules with students, and making sure each student signs the ALCOSAN Safety Guidelines Agreement form enclosed.



ALCOSAN Plant Tour Safety Guidelines Agreement Form

While visiting the Allegheny County Sanitary Authority (ALCOSAN) for a tour, I agree to comply with all requests of the ALCOSAN staff and school chaperones concerning safety, misconduct and attire.

I understand that the goal of the tour is to provide an educational experience that will enhance my knowledge about wastewater treatment and its impact on the environment.

I understand that I am visiting an industrial site, and as a result safety rules **MUST** be followed. If I choose not to follow the safety rules established by ALCOSAN staff and school chaperones, the tour will be **terminated** by the ALCOSAN staff and I will be asked to leave.

I hereby acknowledge that I have read the safety guidelines and rules associated with visiting the ALCOSAN wastewater treatment plant.

Student Signatures

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Return this document to:

Teacher/Chaperone Signature(s)

Sherry Greb
Scheduling Assistant
ALCOSAN
3300 Preble Avenue
Pittsburgh, PA 15233
412-734-6293
412-734-6218 (fax)

DIRECTIONS TO ALCOSAN FROM THE NORTH

1. Take 279S to the PA65/OHIO RIVER BLVD exit
2. Exit onto the ramp to the West End Bridge
3. Stay straight to go onto CHATEAU ST. EXIT
4. Proceed straight ahead until you reach the ALCOSAN entrance

DIRECTIONS TO ALCOSAN FROM THE EAST (PENNSYLVANIA TURNPIKE)

1. Exit the PA Turnpike at the Monroeville exit and follow 376 West toward Pittsburgh
2. Take North Shore (Fort Duquesne Bridge)
3. Follow signs to OHIO RIVER BLVD
4. Exit onto the ramp to the West End Bridge
5. Stay straight to go onto CHATEAU ST. EXIT
6. Proceed straight ahead until you reach the ALCOSAN entrance

DIRECTIONS TO ALCOSAN FROM OAKLAND

1. Get onto the BLVD OF THE ALLIES going toward downtown
2. Exit onto 376W (Stay in the right lane)
3. Take North Shore (Fort Duquesne Bridge)
4. Follow signs to OHIO RIVER BLVD
5. Exit onto the ramp to the West End Bridge
6. Stay straight to go onto CHATEAU ST. EXIT
7. Proceed straight ahead until you reach the ALCOSAN entrance

DIRECTIONS TO ALCOSAN FROM THE SOUTH

1. Take the PARKWAY WEST (279 SOUTH) to exit 7A (West End)
2. Follow ROUTE 19 to the West End Bridge
3. Cross the West End Bridge and turn left onto CHATEAU ST. EXIT
4. Proceed straight ahead until you reach the ALCOSAN entrance

DIRECTIONS TO ALCOSAN FROM THE WEST

1. Take Route 51 South towards Pittsburgh
2. Make a slight left to cross the McKees Rocks Bridge
3. At the traffic light at the end of the bridge, continue straight through the intersection
4. At the next traffic light, turn right onto TERMON AVE.
5. Turn right onto MCCLURE AVE.
6. At the third stop sign, make a slight right onto WOODS RUN AVE.
7. Make right turn onto PREBLE AVE.
8. Proceed straight ahead until you reach the ALCOSAN entrance

DIRECTIONS TO ALCOSAN FROM ALLEGHENY VALLEY

1. Take ROUTE 28S toward Pittsburgh
2. Stay on ROUTE 28 toward the North Shore
3. Pass PNC Park and Heinz Field
4. Take OHIO RIVER BLVD/WEST END BRIDGE (Go through the tunnel)
5. Get onto the ramp to the West End Bridge
6. Stay straight to go onto CHATEAU ST. EXIT
7. Proceed straight ahead until you reach the ALCOSAN entrance

DIRECTIONS TO ALCOSAN FROM MCKEES ROCKS

1. Cross the McKees Rocks Bridge
2. At the traffic light at the end of the bridge, continue straight through the intersection
3. At the next traffic light, turn right onto TERMON AVE.
4. Turn right onto MCCLURE AVE.
5. At the third stop sign, make a slight right onto WOODS RUN AVE.
6. When WOODS RUN AVE. ends, make right turn onto PREBLE AVE.
7. Proceed straight ahead until you reach the ALCOSAN entrance