



**Utah State Board of Education**

# **LOCAL EDUCATION AGENCY (LEA) PHYSICAL STANDARDS FOR SECLUSION ROOMS CHECKLIST**

A UTAH STATE BOARD OF EDUCATION (USBE) TECHNICAL  
ASSISTANCE DOCUMENT

August 2026

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## INTRODUCTION

- In the 2026 Utah legislative session, changes were made to [Utah Code Section 53G-8-301](#) that included requiring certain physical standards for seclusion rooms if an LEA chooses to build a seclusion room in any of its schools.
- The purpose of this document is to provide clarity to LEAs regarding the required physical standards for seclusion rooms.

*This is considered a living document. It is anticipated that changes will be made to code and rule; this document will be updated as those changes are made. The most updated version can be found on USBE's [Behavior Support Program webpage](#) on the resources tab. It is the responsibility of each LEA to ensure they are following current code and rule.*

*Any changes that were made to code and rule during the last year will be denoted throughout the checklist with an asterisk (\*) after the checklist item.*

# **\*PHYSICAL STANDARDS FOR SECLUSION ROOMS**

- ☐ Have a minimum interior area of 60 square feet
- ☐ Have a minimum distance of six feet between opposing walls
- ☐ Have a ceiling height that is comparable to other rooms in the building in which the seclusion room is located, but in no case less than eight feet
- ☐ Be constructed of materials that cannot be used to harm the occupant or others
- ☐ Be free of open electrical outlets and exposed wiring
- ☐ Be designed so that a student cannot climb the walls
- ☐ Have walls that are part of the structural integrity of the building and may not consist of free-standing cells or portable units attached to existing walls or floors, except that manufactured safety units that are permanently anchored and bolted to the building structure and that meet all other physical standard requirements are permitted
- ☐ Be free of objects, fixtures, and materials that pose a danger to the occupant
- ☐ Have ceilings, floors, and walls that are free of loose, torn, or potentially hazardous materials
- ☐ Contain no free-standing furniture
- ☐ Comply with state and local fire codes, other applicable building codes, and relevant administrative rules

**Notes:**

## LIGHTING REQUIREMENTS

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- ☐ Be properly lighted at all times
- ☐ Have light fixtures and electrical receptacles that are recessed or constructed to prevent the occupant from causing harm to the occupant's self
- ☐ Have light controls located outside the seclusion room

Notes:

## VENTILATION AND CLIMATE REQUIREMENTS

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- ☐ Be properly ventilated
- ☐ Be equipped with heating, cooling, ventilation, and lighting that is comparable to other rooms in the building
- ☐ Have natural or mechanical ventilation in compliance with state law including relevant administrative rules
- ☐ Be maintained at a temperature that is within the normal comfort range and consistent with the rest of the building

Notes:

## SAFETY REQUIREMENTS

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- ☐ If the seclusion room has windows, the windows shall be transparent and made of unbreakable or shatterproof glass or plastic
- ☐ The door shall permit continuous visual and auditory monitoring by staff
- ☐ The door shall have a vision panel that:

- ☐ Consists of clear, one-fourth inch thick, unbreakable material;
- ☐ Is flush with the interior face of the door;
- ☐ Is positioned to allow staff to continuously observe the student; and
- ☐ Is not covered with any material
- ☐ The door shall have only a push panel exposed on the interior of the room
  - If a locking mechanism is used on the door, the mechanism shall:
    - ☐ Engage only when a key, handle, knob, or similar device is actively held in position by a person
  - or*
  - ☐ Be an electrically or electronically controlled mechanism that automatically releases when the building's fire alarm system is triggered

**Notes:**

## AUDIO AND VIDEO REQUIREMENTS

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- ☐ Records all activities that occur in the seclusion room during use
- ☐ Includes audio recording capability
- ☐ Maintains recordings in accordance with retention requirements established by [Board Rule R277-608](#)
- ☐ Provides immediate access to recordings for administrative review
- ☐ Complies with applicable student privacy requirements, including:
  - ☐ [The Family Educational Rights and Privacy Act, 20 U.S.C. Sec. 1232g](#)
  - ☐ The student data privacy requirements in [Utah Code Section 53E-9: Student Data Privacy and Collection](#)
  - ☐ Other applicable state and federal privacy laws
- ☐ Ensures that access to recordings is limited to:
  - ☐ School administrators conducting investigations
  - ☐ Parents or guardians of the student who was secluded

- ☐ Individuals authorized under applicable privacy laws
- ☐ Law enforcement when required by law or court order

Notes:

## SECLUSION ROOM REPORTING

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- ☐ An LEA that operates or plans to construct a seclusion room shall report to the state board by December 31, 2026:
  - ☐ The location of each existing seclusion room
  - ☐ The current compliance status of each existing seclusion room with the physical standards requirements
  - ☐ Any plans to construct new seclusion rooms
  - ☐ The LEA's plan and timeline for achieving compliance with physical standards requirements for each existing and planned seclusion room
- ☐ Provide updated reports as requested by the state board

Notes:

## PHYSICAL STANDARDS FOR SECLUSION ROOMS VIOLATIONS

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- ☐ If a violation is reported by or to the LEA, the LEA shall\*:
  - ☐ Notify the LEA's local school board or charter school governing board
  - ☐ Develop a corrective action plan

- ☐ Report the violation and corrective action plan to the state board within a timeframe established by the state board in rule

**Notes:**