

Annual safety checklist



Fill out this checklist on an annual basis to ensure a safe environment for children.

Name of person doing inspection: _____ Date: _____

Indoors	Okay	Action required	Specify action	Date completed	Comments
Facility-wide					
The provincial/territorial child care office or local public health unit has been consulted for changes to building and fire codes that might affect the facility.	<input type="checkbox"/>	<input type="checkbox"/>			
All children's furniture, equipment and accessories have been checked for product recalls, and eliminated or replaced as necessary.	<input type="checkbox"/>	<input type="checkbox"/>			
A certified playground inspector has checked play areas (indoors and out) and all play equipment for safety, proper placement and surfacing. <input type="checkbox"/> There is a schedule for maintenance and follow-up inspections.	<input type="checkbox"/>	<input type="checkbox"/>			
There is a firmly anchored mat or non-slip floor covering at each entrance.	<input type="checkbox"/>	<input type="checkbox"/>			
Floors are in good condition, clean, and have non-slip surfaces.	<input type="checkbox"/>	<input type="checkbox"/>			
Outdoors					
Play area					
Active play areas (e.g., for ride-on toys, running) are clearly delineated from areas for quiet activities (e.g., a sandbox).	<input type="checkbox"/>	<input type="checkbox"/>			
The local school board, licensing authority or parks and recreation office has been consulted for changes to local by-laws governing play equipment that might affect the facility.	<input type="checkbox"/>	<input type="checkbox"/>			
All play equipment conforms to current CSA safety standards, and <input type="checkbox"/> is age-appropriate.	<input type="checkbox"/>	<input type="checkbox"/>			
Play equipment is properly installed, <input type="checkbox"/> is safely positioned away from other play apparatus or fencing, and <input type="checkbox"/> is properly anchored.	<input type="checkbox"/>	<input type="checkbox"/>			
Each piece of play equipment higher than 30 cm (12 in.) above the ground has at least 25 to 30 cm (10 to 12 in.) of cushioning material beneath it (more if it is higher).	<input type="checkbox"/>	<input type="checkbox"/>			
Surfacing material extends 1.8 m (6 ft.) beyond each apparatus.	<input type="checkbox"/>	<input type="checkbox"/>			
Surfacing material meets current CSA safety standards, and <input type="checkbox"/> is age-appropriate for the children who have access to it (e.g., pea gravel is a choking hazard for babies and toddlers).	<input type="checkbox"/>	<input type="checkbox"/>			
There are no head entrapment areas on play equipment (spaces measuring between 9 and 22.9 cm [3.5 and 9 in.]).	<input type="checkbox"/>	<input type="checkbox"/>			



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