

# Monthly safety checklist



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

Name of person doing inspection: \_\_\_\_\_ Date: \_\_\_\_\_

Indoors	Okay	Action required	Specify action	Date completed	Comments
<b>Facility-wide</b>					
Health Canada's website at <a href="http://www.hc-sc.gc.ca">www.hc-sc.gc.ca</a> (consumer product safety) has been checked for product advisories, recalls and product safety information that might affect the facility.	<input type="checkbox"/>	<input type="checkbox"/>			
All smoke detectors are tested and working, and the test window on all fire extinguishers has been checked.	<input type="checkbox"/>	<input type="checkbox"/>			
Ceilings and walls have no cracked or broken plaster. There is no peeling or badly chipped paint.	<input type="checkbox"/>	<input type="checkbox"/>			
All lights are in good working order (e.g., bulbs and wires are checked if lights flicker or buzz).	<input type="checkbox"/>	<input type="checkbox"/>			
Outlets near water (e.g., kitchen, bathroom, outside) are protected by ground-fault interrupter circuitry, and have been tested.	<input type="checkbox"/>	<input type="checkbox"/>			
Ceilings, walls and window frames are checked for "soft" or damp spots that may indicate a leak or mould growth.	<input type="checkbox"/>	<input type="checkbox"/>			
Window screens are secure and in good repair.	<input type="checkbox"/>	<input type="checkbox"/>			
Plants known to be poisonous have been removed.	<input type="checkbox"/>	<input type="checkbox"/>			
There are no cracks or splinters in the flooring.	<input type="checkbox"/>	<input type="checkbox"/>			
Shelves are securely anchored to walls, and <input type="checkbox"/> heavy or breakable items are well back from shelf edges.	<input type="checkbox"/>	<input type="checkbox"/>			
<b>Furniture</b>					
Cribs, playpens and change tables are checked carefully for pinch- or catch-points, exposed joints, loose parts, tears, or any other signs of wear and tear.	<input type="checkbox"/>	<input type="checkbox"/>			
<b>Play areas, toys and indoor play structures</b>					
All toys are checked for loose or broken parts, tears, and any signs of wear that might pose a choking or other hazard.	<input type="checkbox"/>	<input type="checkbox"/>			
<b>Bathroom, washroom, diapering area</b>					
The bathtub and surrounding tiles are checked for loose grout or caulking.	<input type="checkbox"/>	<input type="checkbox"/>			
Non-skid or other decals in the tub are not lifting or loose.	<input type="checkbox"/>	<input type="checkbox"/>			

## Monthly safety checklist

Pets and animals					
There are no inappropriate animals on facility premises.	<input type="checkbox"/>	<input type="checkbox"/>			
Indoors	Okay	Action required	Specify action	Date completed	Comments
House pets are fully immunized and are fed and exercised in areas inaccessible to children.	<input type="checkbox"/>	<input type="checkbox"/>			
There is no contact between children and pets without active supervision by staff.	<input type="checkbox"/>	<input type="checkbox"/>			
Outdoors	Okay	Action required	Specify action	Date completed	Comments
Play area					
Each piece of play equipment is checked to ensure that: <input type="checkbox"/> bolts, screws and other fastenings are covered with an acorn nut or plastic cap, or are well recessed, <input type="checkbox"/> all nuts and bolts are tight, <input type="checkbox"/> there is no rust or chipped paint on metal surfaces, <input type="checkbox"/> there are no broken parts, or sharp edges that need filing down, and <input type="checkbox"/> there are no uprooted or exposed footings that could be a tripping hazard.	<input type="checkbox"/>	<input type="checkbox"/>			
Ride-on toys and tricycles are in good repair and stored inside when not in use.	<input type="checkbox"/>	<input type="checkbox"/>			
There are enough properly certified helmets for children using wheeled toys at the same time.	<input type="checkbox"/>	<input type="checkbox"/>			
No helmet has been in a collision or is more than 5 years old.	<input type="checkbox"/>	<input type="checkbox"/>			
Shaded play areas are accessible, <input type="checkbox"/> clean and dry, and <input type="checkbox"/> free of plants known to be poisonous.	<input type="checkbox"/>	<input type="checkbox"/>			
The facility vehicle					
The vehicle is equipped with basic tools (e.g., for a tire change), and an emergency kit (e.g., blankets, candles) in case of a breakdown.	<input type="checkbox"/>	<input type="checkbox"/>			
All height, age and weight specifications for car seats are known and adhered to.	<input type="checkbox"/>	<input type="checkbox"/>			
Every potential driver of the facility vehicle is fully licensed and insured.	<input type="checkbox"/>	<input type="checkbox"/>			

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