

Health and Safety Checklist

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HEALTH AND SAFETY CRITERIA	YES	NO	NEED TO REPAIR
Have you checked all parts of your facility to see if they are safe, clean, sturdy, and in good repair?			
Stairs (indoor, outdoor, fire escape)—free from clutter and well lighted			
Porches, decks, and balconies—free from splinters or loose nails			
Railing secure—on stairs, porches, decks, lofts			
Furniture placed so children cannot climb to reach windows or hazardous objects			
Electrical cords are in good condition and away from children's reach			
Electrical or extension cords do not run under rugs			
Paint in good condition—no peeling or chipped paint			
All household plants identified; no poisonous plants in children's reach			
No standing water—empty water from pails immediately after use; toilet lids down; bathroom door closed			
Latches or plastic door knob covers on all doors that children should not use.			
Outlet covers or plugs in every electrical outlet in rooms children use			
Matches and lighters out of children's reach			
No tobacco products in the children's areas, either inside or outside			
Secure basement or garage doors, including automatic garage doors, so they cannot be opened by children			
Secure gates set up to block access to stairs or other dangerous areas			
Accordion-style gates removed and replaced			
STORAGE	YES	NO	NEED TO REPAIR
Installed safety latches on all drawers and cabinets containing dangerous items			
Potentially toxic items out of children's reach, including:			
■ Medicines, vitamins, aspirin, and so on			
■ Cosmetics, shampoo, perfume, mouthwash, and so on			
■ Cleaning supplies, bleach, polish, ammonia, drain cleaner, and so on			
■ Alcoholic beverages			
■ Pet supplies			
■ Pesticides			
■ Home repair supplies, paint, turpentine, solvents, and so on			
■ Vehicle supplies, gasoline, antifreeze, windshield washer solvent, and so on			
■ Flammable liquids			
Keep all poisons, cleaning supplies, and so on in their original labeled containers.			
Store all poisons away from food products.			
Post the Poison Control Center number near all telephones.			



Health and Safety Checklist (cont'd.)

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PREVENTING BURNS	YES	NO	NEED TO REPAIR
Keep all hot items out of children's reach, including:			
■ On stoves placed on rear burner; turn handle toward back of stove			
■ Crock pot, electric fry pan, coffee maker			
■ Hot beverages, such as coffee or tea			
Tap water is 120° F or cooler			
Always test water with hand or bath thermometer before placing a child in tub or washing child's hands.			
Prevent children's access to space heaters.			
OBJECTS OUT OF REACH	YES	NO	NEED TO REPAIR
Sharp objects out of reach—knives, scissors			
No latex balloons			
All plastic bags out of reach—trash bags, dry cleaner bags, grocery bags, zipper-type bags, and so on			
Check toys regularly for breakage or potential hazards, such as:			
■ Avoid marbles, small balls, items that fit within choking tube			
■ Stuffed animals securely stitched; no small eyes to remove			
■ Rattles with removable parts			
■ Squeeze toys with removable "squeeze"			
■ Toys with cords or strings			
In bathroom, remove all objects that could cause electrical shock, such as:			
■ Hair dryer, electric curler, curling iron			
■ Electric razor, radio, space heater			
OUTDOOR PLAY AREA	YES	NO	NEED TO REPAIR
Play area free of hazards, such as:			
■ Machines, power mowers, tools			
■ Unused refrigerators, chests, boxes			
■ Tree roots and other tripping hazards			
■ Glass, trash, debris			
Empty all water containers immediately after use.			
Play area fenced or barricaded, especially if near a busy street, water source, or trash dump			
Play equipment spaced at least six feet from other equipment, vehicles, buildings, fences, walkways, trees, large rocks			
Have impact-absorbent surface under and at least 6 feet from all edges of play equipment (follow CPSC Standards)			

Health and Safety Checklist (cont'd.)

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OUTDOOR PLAY AREA (CONT'D.)	YES	NO	NEED TO REPAIR
No protruding bolts or screws—covered with plastic safety cap or tape			
No pinch points on play equipment, swings, gliders			
If swings used, S hooks are completely closed			
Swing chains are covered with plastic hose for at least lower four feet			
Play equipment firmly anchored in the ground; no exposed concrete or anchors			
Storage areas (such as garages, barns, or sheds) are locked or barricaded			
If the center has an in-ground or above-ground pool, the pool is inaccessible to children, locked with a self-latching device or enclosed with fence at least four feet high or comparable protective barrier.			
EMERGENCY PLANNING	YES	NO	NEED TO REPAIR
Local community emergency numbers—police, fire, ambulance, hospital, poison center—are posted by the phone.			
Numbers of two emergency back-up care providers who live within 10 minutes of center are posted by the phone.			
Children's emergency numbers are available in writing whenever leaving the facility on field trips, walks, and so on.			
First-aid kit—fully stocked and checked regularly			
Establish an evacuation plan for when children are awake.			
Establish an evacuation plan for when children are asleep.			
Have a currently charged fire extinguisher located away from the stove and near an exit.			
Have at least one working smoke detector located on each level of the child care facility.			
Check smoke detectors monthly; change batteries every six months			
Have two (2) clear exits to the outside on each level of your facility.			
You and staff trained in first aid and CPR.			