

INDOOR SAFETY CHECKLIST

Week beginning _____



TIME CHECKLIST TAKEN					
Potential Hazards Indoors	Mon	Tues	Wed	Thurs	Fri
<i>General</i> Floors clean- swept, mopped or vacuumed. No trip, slip or choking hazards					
Toys and equipment clean and in good repair- broken/damaged toys removed					
Power point plugs in sockets					
Childproof locks attached, stair guards/gates in place if required					
Matches/lighters inaccessible. Play environment smoke free.					
Play spaces well lit, heated or cooled as required. Fireguard in place around heaters and fires when in use.					
Exits kept clear of obstructions and front door kept locked once children are in care					
Electrical cords for TV, Fish tank and other electronics are out of reach of children					
<i><u>Kitchen</u></i> Cleaning products/chemicals/medicines stored safely					
Sharp knives, plastic bags, electrical cords out of reach. Dish washer locked.					
Food stored at appropriate temperature, food preparation area clean.					
Rubbish bin emptied as required					
<i><u>Bathroom</u></i> Bathroom and toilet clean, no spills on floor					
Supply of liquid soap, clean individual towels or paper towel maintained					
Hairdryer, razors, toiletries, cleaning products inaccessible					

<u><i>Nappy change area</i></u> Clean and well stocked (gloves, wipes, barrier paper), nappy change mat in good repair. Nappy bin inaccessible					
<u><i>Sleep area, cots, beds, bedding</i></u> Cots AS/NZ standard and correctly assembled, beds safely positioned and in good repair. No entrapment hazards/ curtain cords out of reach					
Bedding clean and stored appropriately					
Cot sheets are fitted, with no strangulation hazards in cot					