Logo, company name

Description automatically generated**INDOOR SAFETY CHECKLIST**

Week beginning \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| TIME CHECKLIST COMPLETED |  |  |  |  |  |
| Potential Hazards **Indoors** | **Mon** | **Tues** | **Wed** | **Thurs** | **Fri** |
| *General* 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 |  |  |  |  |  |
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|  |  |  |  |  |  |
| *Kitchen* 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 |  |  |  |  |  |
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| *Bathroom* 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 |  |  |  |  |  |
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| *Nappy change area* Clean and well stocked (gloves, wipes, barrier paper), nappy change mat in good repair. Nappy bin inaccessible |  |  |  |  |  |
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| *Sleep area, cots, beds, bedding* 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 |  |  |  |  |  |
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